



# 1992 ANNUAL REPORT

## 1992 ANNUAL REPORT

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Copies Available At:

TOWN HALL  
298 Central Street  
Saugus, MA 01906

### Cover

VITALE MEMORIAL PARK  
100 Ballard Street, Saugus

Funding provided by the  
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Coastal Zone Management

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SAUGUS TOWN HALL  
298 CENTRAL STREET, SAUGUS MA 01906

DEPARTMENTS

ACCOUNTING 617-231-4105  
Town Hall, Second Floor  
Elizabeth Quinlan, Town Accountant

CANINE 617-231-4176  
Main Street, Saugus 01906  
Roberta Tarallo, Canine Control Officer

CIVIL DEFENSE 617-231-4175  
Main Street, Saugus 01906  
Robert Autilio, Director

CONSERVATION COMMISSION 617-231-4129  
Town Hall, Second Floor  
Marie Wilkie, Clerk

ENGINEERING 617-231-4145  
Town Hall, Second Floor  
Philip Randazzo, Engineer in Charge  
Ralph DiFonzo II, Engineering Aide

INSPECTIONAL SERVICES 617-231-4115  
Town Hall, First Floor  
Richard MacDonald, Director  
Joseph Giancola, Health Agent  
Dennis DeMatteo, Building Inspector  
Charles Stella, Plumbing Inspector  
Robert Sampson, Electrical Inspector  
John Hansen, Sealer of Weights

MANAGER, TOWN 617-231-4111  
Town Hall, First Floor  
Edward Collins, Manager

PERSONNEL/FINANCE 617-231-4126  
Town Hall, Second Floor  
Richard Cardillo, Coordinator

POLICE DEPARTMENT 617-233-1740  
6 Taylor Street, Saugus 01906  
Cornelius Meehan, Chief

ASSESSOR'S 617-231-4130  
Town Hall, First Floor  
Karen Rassias, Deputy Assessor

CEMETERY 617-231-4170  
164 Winter Street, Saugus, MA 01906  
Michael McLaughlin, Supervisor

CLERKS, TOWN 617-231-4101  
Town Hall, First Floor  
Marcia Wallace, Town Clerk  
Lillian MacGlashin, Asst. Town Clerk

COUNSEL, TOWN 617-231-2977  
320 Central Street, Saugus 01906  
John Vasapolli, Esq.

FIRE DEPARTMENT 617-233-0108  
12 Hamilton Street, Saugus 01906  
Walter Newbury, Chief

KASABUSKI ARENA 617-231-4183  
2 Forest Street, Saugus 01906  
Thomas O'Hearn, Manager  
Ed Service, Assistant Manager

LIBRARY 617-231-4168  
295 Central Street, Saugus 01906  
Marjorie Oakes, Director

PARKING TICKETS 617-231-4135  
Town Hall, First Floor  
Jacqueline Howard, Clerk

PLANNING BOARD 617-231-4196  
Town Hall, Third Floor  
Jeanne Abernathy, Clerk

PUBLIC WORKS 617-231-4145  
Town Hall, Second Floor  
Joseph Attubato, Director

SAUGUS TOWN HALL  
298 CENTRAL STREET, SAUGUS, MA 01906

DEPARTMENTS - PAGE 2

PURCHASING 617-231-4125

Town Hall, Second Floor  
Marcia Rolli, Procurement Officer

SCHOOL ADMINISTRATION 617-231-5000

23 Main Street, Saugus 01906  
William Doyle, Superintendent  
Donald Whitehouse, Business Manager

SELECTMEN, BOARD OF 617-231-4124

Town Hall, First Floor  
Janice Jarosz, Clerk

SENIOR CITIZEN'S CENTER 617-231-4178

400 Central Street, Saugus 01906  
Frances Rigol, Executive Director

TREASURER/COLLECTOR 617-231-4135

Town Hall, First Floor  
Lisa Emma, Treasurer/Collector  
Mary Gaudet, Assistant Collector

VETERANS BENEFITS 617-231-4129

Town Hall, Second Floor  
Carl Saunders, Veteran's Agent

VITALE MEMORIAL PARK 617 - 231-4177

100 Ballard Street, Saugus 01906  
Vincent Cicolini, Harbormaster  
Peter Bogdan, Park Manager



BOARDS - COMMISSIONS - COMMITTEES

APPEALS, BOARD OF

Peter Bogdan, Chairman  
George Brown                Robert Cox  
Catherine Galenius        Peter Rossetti

ARTS LOTTERY COUNCIL

Frederick Walkey, Chairman  
David Carleton                Wesley Gage  
Edward Patterson Jr.        Nancy Perry  
Richard Provenzo                Frank Studinski

ASSESSOR'S, BOARD OF

Frederick Wagner, Chairman  
Ronald Jarosz  
Robert Marshall

BUILDING ADVISORY COMMITTEE

Jon Bernard  
Richard MacDonald  
Thomas O'Connell

BUSINESS & INDUSTRIAL  
DEVELOPMENT COMMISSION

Peter Rossetti Jr., Chairman  
Kathryn Fiore                George Morris  
Christie Serino                Michael Sicuranza

CABLE T.V. COMMISSION

John Carakatsane, Chairman  
David Berkowitch                J. Brian Costin  
Richard Doucette                Ted Golan  
John Mangini                    Angela Maraia  
Ed Waurzynowicz

CANINE CONTROL BOARD

David Call  
Heather Anderson  
Stephen Manley

CEMETERY COMMISSION

Walter Kelley Jr., Chairman  
Gene Leighton  
Robert LeVasseur

CONSERVATION COMMISSION

Anne Cyros, Chairman  
Wayne Gautreau  
Charles Lynch Jr.  
Francis McKinnon  
Henry Migdula

COUNCIL ON AGING

Ralph Santosuosso, Chairman  
Ralph Badger                Donna Fuller Crabtree  
Mary Dunlop                Margaret Joyce  
Sadie Kelly                    Helen Knox  
James Nicholl                John Picariello

ELECTION REGISTRARS, BOARD OF

Charles Austin, Chairman  
Patricia Annis  
Helen Knox

FAIR HOUSING COMMITTEE

Stephen Vadnais, Chairman

FINANCE COMMITTEE

Charles Aftosmes, Chairman  
Jean Banks                    Richard Boudette  
Joseph Favuzza                Henry Holmes  
Robert Johnson                James McGuire  
Thomas O'Connell                Robert Palleschi

HEALTH, BOARD OF

Jon Bernard, Chairman  
Jay Ash  
Maureen Dever  
Edwin Faulkner  
Diane Serino

HISTORICAL COMMISSION

Stephen Carlson, Chairman  
Phyllis Brown                Earl Hills  
Edward Patterson                John Picariello  
Ralph Santosuosso

INSURANCE STUDY COMMITTEE

Linda Duffy, Chairman  
Albert Diotte Jr.  
Robert Florence  
Donald Trainor

KASABUSKI ARENA BOARD OF GOVERNORS

Frank Manning, Chairman  
Scott Brazis                      Paul Carney  
Anthony Ceruolo                Phillip Duffy  
John Gould                        Robert Heffernan  
Edwin Kasabuski                Roy LaFrenier  
George Moriello                Cathy Penny  
Peter Rossetti                  Thomas Sheehan  
James Yantosca

LIBRARY BOARD OF TRUSTEES

Kenneth Babb, Chairman  
Donna Barrett                Mary McKenzie  
Leonidas Nickole            Patricia Noel  
Dexter Rich

PERSONNEL BOARD

Hope Bakopolas  
Allan Huberman  
Morris Marigolis

PLANNING BOARD

Ellen Burns, Chairman  
Janet Leuci                      Frank Perry  
Charles Thomas                Christine Wilson  
Eric Brown (Associate Member)

PLAYGROUND COMMISSION

Linda Call  
John Chipouras  
Ralph Grimaldi  
Roy LaFrenier

RESCO TASK FORCE

David Berkowitz  
John Kane  
Michael Sicuranza

RECYCLING COMMITTEE

Richard MacDonald, Chairman  
Patricia Annis                Jay Ash  
Susan Ash                      Joseph Attubato  
Cynthia Baribeau            Jon Bernard  
Fred Brooks                  Don Churches  
Joia Cicolini                Anthony Cogliano  
Maureen Dever                Lyn Dombrowski  
Peter Duffy                    Janice Jarosz  
Theresa Katsos                Brad MacDonald  
Amy McHugh                  Kevin McHugh  
Lisa Meneades                Jean Sienkewicz  
Anna Swain                    Charles Swain

RETIREMENT BOARD

Elizabeth Quinlan, Chairman  
Frank Cunio  
John McLean

SCHOOL COMMITTEE

Daniel O'Brien, Chairman  
Richard Berry                Mary Burke  
Edmund Nazzaro              Carla Scuzzarella

SELECTMEN. BOARD OF

Janette Fasano, Chairman  
Richard Barry                Christie Ciampa  
Anthony Cogliano            Peter Manoogian

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## ACCOUNTING DEPARTMENT

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Attached herewith are the following Accounting reports required to be incorporated into the 1992 Annual Town Report:

- Balance Sheet
- Receipts and Expenditures
- Bonded Debt Schedule
- Bond Maturities and Interest Payable
- Tax Rates and Valuations
- Debt Accounts
- Trust and Investment Accounts

During 1992 the Accounting Department implemented an inhouse payroll system. Dedication and support of the department's personnel made this new venture a reality. This software program has further automated the Town's data processing procedures and has given the department flexibility to meet the growing needs of a complex municipal payroll.

Respectfully submitted,

*Elizabeth M. Quinlan*  
Elizabeth M. Quinlan  
Town Accountant



TOWN OF SAUGUSBALANCE SHEET JUNE 30, 1992GENERAL ACCOUNTSASSETSCASH:

General		\$ 3,954,428.50
Invested		166,244.69
Repos		1,226,000.00
U.S. Treasury		990,785.00
Special Details		229.70
No Blast		32,125.70
Petty Cash		200.00

ACCOUNTS RECEIVABLE:TAXES:

Levy of Prior to 1988		
Personal Property	\$ 65,828.39	
Real Estate	23,688.57	
Levy of 1989		
Personal Property	17,531.26	
Real Estate	(16,462.07)	
Levy of 1990		
Personal Property	12,279.16	
Real Estate	53,666.38	
Levy of 1991		
Personal Property	13,260.89	
Real Estate	( 9,759.58)	
Levy of 1992		
Personal Property	15,265.35	
Real Estate	<u>833,968.50</u>	1,009,266.85

MOTOR VEHICLE EXCISE:

Levy of Prior to 1988	280,530.42	
Levy of 1989	49,819.22	
Levy of 1990	48,489.61	
Levy of 1991	57,293.96	
Levy of 1992	<u>84,756.69</u>	520,889.90

BOAT EXCISE:

Levy of Prior to 1988	\$	10,421.92	
Levy of 1989		2,303.28	
Levy of 1990		3,920.00	
Levy of 1991		2,567.00	
Levy of 1992		<u>3,813.35</u>	\$ 23,025.55

FARM ANIMAL EXCISE:

Levy of Prior to 1979	175.07	
Levy of 1984	1,834.84	
Levy of 1985	1,917.89	
Levy of 1986	<u>1,481.86</u>	5,409.66

SPECIAL ASSESSMENT:SEWER:

Unapportioned (1,042.45)

Paid in Advance 146.37

Added to Taxes:

Levy of Prior to 1988	(1,140.26)
Levy of 1989	1,492.96
Levy of 1990	377.86
Levy of 1991	1,315.35
Levy of 1992	490.00

Sewer Rentals:

Levy of Prior to 1988	(5,605.84)
Levy of 1989	(10.43)
Levy of 1990	1,072.80
Levy of 1991	471.80
Levy of 1992	<u>14,346.83</u>

Committed Interest:

Levy of Prior to 1988	230.91
Levy of 1989	213.67
Levy of 1990	(75.43)
Levy of 1991	233.48
Levy of 1992	<u>688.14</u>

13,205.76

TAX TITLES & POSSESSIONS:

Tax Titles	370,270.76	
Tax Possessions	<u>35,793.14</u>	406,063.90

DEPARTMENTALSewer Rentals:

Levy of Prior to 1988	2,868.37	
Levy of 1990	22,948.45	
Levy of 1991	14,139.67	
Levy of 1992	<u>80,404.06</u>	120,360.55

**WATER:****Lien Added to Taxes:**

Levy of Prior to 1988	\$ 2,105.01
Levy of 1989	(1,617.05)
Levy of 1990	1,205.48
Levy of 1991	595.36
Levy of 1992	18,241.71

**Rates:**

Levy of Prior to 1988	3,679.23
Levy of 1990	(21,212.56)
Levy of 1991	4,967.09
Levy of 1992	69,375.41

**Water Maintenance:**

Levy of 1990	920.63	
Levy of 1991	(277.84)	
Levy of 1992	<u>296.88</u>	\$ 78,279.35

**CONSTRUCTION:****Water Lien ATT:**

Levy of Prior to 1988	(18,589.44)
Levy of 1989	(746.10)
Levy of 1990	401.90
Levy of 1991	198.57
Levy of 1992	6,080.66

**Rates:**

Levy of Prior to 1988	428.11	
Levy of 1990	11,399.36	
Levy of 1991	1,655.87	
Levy of 1992	<u>23,125.32</u>	23,954.25

**WATER & SEWER:****Added to Taxes:**

Levy of 1989 - Interest	( 1,108.99)	
- Demands	( 315.00)	
Levy of 1990 - Interest	170.00	
- Demands	823.33	
Levy of 1991 - Interest	49.89	
- Demands	(1,087.01)	
Levy of 1992 - Interest	1,381.95	
- Demands	<u>7,088.02</u>	7,002.19

**AID TO HIGHWAY**

STATE	278,132.00
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**DEPARTMENTAL:**

Veteran's Benefits	3,753.77
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DUE FROM BANK LIQUIDATION	11,542.34
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LOAN AUTHORIZED	\$	<u>845,000.00</u>
TOTAL ASSETS . . . . .	\$	<u>9,715,899.66</u> *****

LIABILITIES & RESERVES

COUNTY DOG LICENSES		\$ 9,457.05
PAYROLL DEDUCTIONS:		
Federal Withholding Taxes	\$ 2,659.04	
State Withholding Taxes	652.36	
Medicals & Group Ins.	<u>(30,817.82)</u>	(27,506.42)
GUARANTEED DEPOSITS:		
Planning Board	54,543.76	
Board of Appeals	17,246.80	
Bid Deposit	<u>200.00</u>	71,990.56
PUBLIC LAWS ACCOUNTS:		
CH. 1 FY 92	305-093-2-0262-2	(18,302.24)
CH. 2 FY 92 ECIA	302-219-2-0262-2	121.00
P.L. 94-142 FY 92	240-101-2-0262-2	(52,255.07)
P.L. 94-142 FY 92	241-134-2-0262-2	1,222.87
P.L. 94-142 FY 92	251-078-2-0262	538.35
P.L. 99-457 FY 92	262-056-2-0262	110.64
Math & Science FY 92	303-070-2-0262	(1,208.01)
GAAD FY 92 P.L. 99-570		117.05
Encumbered Balance (Prior Year)	<u>7,568.07</u>	(62,087.34)
OTHER GRANTS:		
Restoration of Town Hall	5,500.00	
MPTF Town Hall	60,000.00	
Council on Aging	8,044.73	
Community Affairs	7,500.00	
Municipal Equalization (Library)	17,682.79	
Right to Know Law	24.88	
Arts Lottery	13,747.29	
Engery	3,849.89	
Saugus Center Revitalization	535.79	
No Blast	<u>32,125.70</u>	149,011.07
SEWER PROJECT - ROUTE I		1,855.40
BI-CENTENNIAL COMMISSION		743.00
REVOLVING ACCOUNT:		
Cafeteria	95,732.73	
Athletic	38,421.49	
CH. #88	5,750.53	
Summer School	15,657.36	
Evening School	7,077.70	
Harbormaster	390.00	
Clock Fund	24.92	
Special Details	<u>229.70</u>	163,284.43



WETLAND PROTECTION FUND		\$ 7,604.00
ENTERPRISE FUND:		
Kasabuski Rink	\$ 69,506.38	
Sewer	<u>2,019,655.95</u>	2,089,162.33
TRUST FUND INCOME:		
Ora Kimball Welfare	\$ 2,302.99	
Anne Kimball Library	882.16	
Johnson Library	2,246.37	
Wilson Library	1,584.31	
Cemetery Perpetual Care	<u>62,535.77</u>	69,551.60
CEMETERY SALE OF LOTS & GRAVES		134,673.00
GIFTS AND BEQUESTS:		
Bertha S. Barrar High School		998.45
TAILINGS:		
Unclaimed Checks		18,015.20
RECEIPTS RESERVED FOR APPROPRIATION:		
Water	415,385.70	
State Aid - Library	<u>27,784.00</u>	443,169.70
RESERVE FOR PETTY CASH		50.00
RESERVE FOR BANK LIQUIDATION		11,542.34
OVER-UNDERESTIMATED:		
County Assessments	4,819.76	
MBTA	1,065.00	
Special Educ.	53.00	
Motor Vehicle Parking Surcharge	<u>(3,070.00)</u>	2,867.76
LOAN AUTHORIZED - UNISSUED		345,000.00
TEMPORARY LOAN		500,000.00
INTEREST		( 2,307.20)
OVERLAY RESERVE FOR ABATEMENT:		
Levy of Prior to 1988	47,936.88	
Levy of 1989	68,883.45	
Levy of 1990	311,652.47	
Levy of 1991	303,293.79	
Levy of 1992	<u>1,336,260.07</u>	2,068,026.66
APPROPRIATION BALANCE:		
Revenue:		
General	435,105.46	
Non-Revenue:		
Sewer	456,272.38	
Water	113,275.95	
School	<u>80,899.44</u>	1,085,553.23

## REVENUE RESERVED UNTIL COLLECTED:

Farm Animal Revenue	5,409.66	
Motor Vehicle Excise Revenue	520,889.90	
Boat Excise Revenue	23,025.55	
Sewer Revenue	133,566.31	
Water Revenue	62,675.16	
Water Constr. Revenue	39,558.44	
Water & Sewer Revenue	7,002.19	
Tax Title & Tax Possession Revenue	406,063.90	
Aid to Highway Revenue	278,132.00	
Departmental Revenue	<u>3,753.77</u>	1,480,076.88

## SURPLUS REVENUE

1,155,167.96

TOTAL LIABILITIES AND RESERVES . . . . .	\$ 9,715,899.66
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Town Accountant  
nbs

TOWN OF SAUGUSRECEIPTSJULY 1, 1991 - JUNE 30, 1992FISCAL 1992

General Revenue	\$ 27,733,337.26
Commercial Revenue	1,373,425.02
General Government	594,251.80
Protection to Persons & Property	313,000.98
Health & Sanitation	1,601,538.15
Veteran's Benefits	28,904.61
Highways & Bridges	417,647.00
Education & Libraries	770,053.24
Enterprises & Cemetery	1,837,585.63
Interest	493,006.24
Indebtness	1,100,800.39
Agency & Trust	3,628,141.26
Guaranteed Deposits	7,899.39
Refunds	<u>758,428.19</u>
Sub-total	\$ 40,658,019.16
Certificate of Deposits	16,214,728.38
Repos	50,923,615.01
U.S. Treasury	893,841.00
Transfers	<u>1,518,303.83</u>
Total	\$ 110,208,507.38 =====

TOWN OF SAUGUSRECEIPTSJULY 1, 1991 - JUNE 30, 1992GENERAL REVENUE:TAXES:

Levy of FY 92	Personal	\$	645,899.20
Levy of FY 92	Real Estate		20,725,087.24
Levy of FY 91	Personal		2,317.79
Levy of FY 91	Real Estate		311,304.72
Levy of FY 90	Personal		940.66
Levy of FY 90	Real Estate		9,585.19
Levy of FY 89	Real Estate		1,253.67
Levy of FY 87	Real Estate		90.68
Levy of FY 86	Real Estate		765.16
Levy of FY 85	Real Estate		1,052.42

In Lieu of Taxes

Saugus Housing Authority

19,606.78

Total

**\$ 21,717,903.51**LICENSES & PERMITS:

Liquor	106,285.00
Victuals	4,100.00
Trailer Storage	4,400.00
Entertainment	870.00
Sunday Entertainment	2,900.00
Taxi	150.00
Auto Dealer	2,900.00
Coin-Op	9,675.00
Juke Box	550.00
Golf	100.00
Rinks	200.00
Fortune Telling	4.00
Valuable Goods (Gold)	200.00
Marriages	1,040.00
Certified Copies	7,307.95
Business Certificates	1,218.00
Misc.	336.00
Gasoline Storage	1,328.88
Discharges	280.00
U.U.C.'s	2,709.00
Special Permits	1,350.00
Buying & Selling	50.00
Raffles	210.00

LICENSES & PERMITS: (Con't.)

Polls Books	\$ 460.00
Resident Listing	<u>70.00</u>

Total

\$ 148,693.83

TAX TITLE REDEMPTIONS:

316,348.62

COMMONWEALTH OF MASS:

Veteran's Abatement	20,395.00
Elderly Abatement	91,017.00
Blind Abatement	1,488.00
Surviving Spouses	6,300.00
School Aid CH. 70	1,261,368.00
Local Aid Fund	2,245,040.00
School Transportation	176,598.00
Lottery, Beano, & Charity	880,743.00
Local Option - Room Occupancy	108,669.00
Police Career Incentive	22,739.00
Civil Defense	10,356.07
Other	7.04
C.O.L.A.	11,039.40
Polling Hours	1,947.00
CH. 1 FY 92	118,173.00
CH. 2 ECIA	9,699.00
P.L. 89-313	7,425.00
P.L. 94-142 FY 92	66,600.00
P.L. 94-142 FY 92	6,660.00
P.L. 94-142 Tech Assist. FY 91	3,989.00
P.L. 94-142 Tech Assist. FY 92	4,800.00
P.L. 99-457 Early Childhood FY 91	9,850.00
P.L. 99-457 Early Childhood FY 92	9,375.00
Math/Science Teach. Training	3,490.00
GAAD - P.L. 99-570	15,698.00
State Aid for Library	12,970.00
Municipal Equal Grant	11,230.45
Arts Lottery	12,305.00
Lobster Landing Grant	185,348.34
Registry of MV Registra	43,531.50
Hurricane Bob	<u>46,851.00</u>

Total

5,405,701.80

ESSEX COUNTY:

Court Fines	144,177.50
Restitution	<u>512.00</u>

Total

144,689.50

TOTAL FOR GENERAL REVENUE:

. . . . .

\$ 27,733,337.26

=====



COMMERCIAL REVENUE:  
SPECIAL ASSESSMENTS:

SEWERS:

Unapport. Sewer Assess.	\$	1,717.54
Apport. Sewer Pd. in Advance		907.83
" " " " Int.		15.41

Apport. Sewer Added to Taxes

FY 92	19,408.46
FY 92 - Int.	3,456.40
FY 91	834.33
FY 91 - Int.	373.12
FY 85	32.40
FY 85 - Int.	14.58

Total

\$ 26,760.07

PRIVILEGES:

Motor Vehicle & Trailer Excise:

Levy of 1992	870,868.27
Levy of 1991	392,158.44
Levy of 1990	69,042.43
Levy of 1989	3,949.28
Levy of 1988	2,530.53
Levy of 1987	1,737.72
Levy of 1986	1,150.86
Levy of 1985	763.28
Levy of 1984	360.77
Levy of 1983	114.59
Levy of 1982	66.87
Levy of 1981	10.00
Levy of 1980	80.85
Levy of 1979	3.30
Levy of 1978	19.80
Levy of 1969	92.40

Total

1,342,949.39

Boat Excise:

Levy of 1992	2,895.56
Levy of 1991	820.00

Total

3,715.56

TOTAL FOR COMMERCIAL REVENUE: . . . . .

\$ 1,373,425.02  
 =====

GENERAL GOVERNMENT:

Town Clerk:

Dog Licenses	3,485.00
Sport Fees	372.65
Fines	<u>1,175.00</u>

Total

5,032.65

Collector:Cost:

Property Taxes	\$ 3,190.14
Motor Vehicle Excise	26,362.10
Boat Excise	163.60
Tax Title	<u>9.00</u>

Total

\$ 29,724.84

Service Fees for Delinquent Taxes	348.00
Advertising Fees	<u>851.00</u>

Total

1,199.00

Treasurer:

Lien Certificates	28,075.00
Trailer Fees	3,876.00
Cert. of Redemption	90.00
Rental - Cablevision	6,300.00
Rental - Clifftondale	13,536.00
Franchise Fee Cablevision	3,874.00
Tel. Comm.	<u>597.30</u>

Total

56,348.30

Bd. of Selectmen:

Copies	7.00
--------	------

Manager:

Subpoena Fees	8.00
---------------	------

Purchasing:

Bit of Deposits	190.00
Sale of Van	<u>100.00</u>

Total

290.00

Assessors:

Copies	296.50
Misc.	<u>410.75</u>

Total

707.25

Public Works:

Street Opening Permits	12,945.00
Maps & Plans	2,313.46
Sprinkler Meters	<u>1,350.00</u>

Total

16,608.46

Kasabuski Rink:

Ice Rental	461,757.16
Field Rental	2,610.00
Concession	7,200.00

Kasabuski Rink - Con't.

Pro Shop	\$ 5,466.00
Public Skating	5,282.00
Parcher Field	240.00
Misc.	115.90
Close Acct.	<u>1,655.24</u>

Total	\$ <u>484,326.30</u>
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TOTAL FOR GENERAL GOVERNMENT: . . . . .	\$ <u>594,251.80</u>
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PROTECTION TO PERSONS & PROPERTY:Building:

Permits	155,764.48
Zoning Books	1,115.25
Copies	25.60
Cert. of Inspect.	<u>475.00</u>

Total	157,380.33
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Fire:

Permits	6,071.00
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Electrical:

Permits	15,889.00
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Sealer:

Fees	2,696.90
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Conservation Comm.:

Filing Fees	4,047.50
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Police:

F.I.D. Cards	235.00
Witness Fees	33.00
Auction (Bicycles)	333.75
Photos	262.00
Gun Permits	3,740.00
Dealer Lic.	126.00
Ins. Copies	5,391.50
Falsm Alarm	3,100.00
Reimb. from Ins.	528.30
Parking Tickets	80,068.70
Special Details - Serv. Fees	33,000.00
Misc. - Unclaimed Money and	<u>98.00</u>
Unclaimed Property	

Total	<u>126,916.25</u>
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TOTAL FOR PROTECTION TO PERSONS & PROPERTY: . . . . .	\$ <u>313,000.98</u>
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HEALTH & SANTITATION:Council on Aging:

Elder Affairs	\$ 9,072.00
Donation for the Van	<u>3,000.00</u>

Total	\$ 12,072.00
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Health:

Plumbing Permits	8,490.00
Gas Permits	7,603.00
Health	49,895.14
Resco Fees	1,760.44
Health - (Medicare - Vaccine)	3,056.00
" Pneumonia Clinic	135.00
" Copies	<u>33.55</u>

Total	70,973.13
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Sewer Account:

Special Sewer	520.00
Sewer Rehab.	<u>57,500.00</u>

Total	58,020.00
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Canine:

Adminstration Fee	1,278.00
Boarding Fee	241.00
Adoption Fee	80.00
Fines	950.00
Melrose Board	2,250.00
Wakefield Board	3,000.00
Peabody Board	6,000.00
Misc.	20.00
Copies	<u>15.00</u>

Total	13,834.00
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Sewer Division of Public Works:Sewer Rental Commitments:

Rates 1992	1,327,602.96
Rates 1991	26,544.36
Added to Taxes FY 92	88,188.36
Added to Taxes FY 91	3,826.94
Added to Taxes FY 90	<u>476.40</u>

Total	<u>1,446,639.02</u>
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TOTAL FOR HEALTH & SANITATION:	\$ 1,601,538.15
	=====

VETERAN'S BENEFITS:

Comm. of Mass.	\$ 28,904.61
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TOTAL FOR VETERAN'S BENEFITS: . . . . .	\$ 28,904.61
	=====

HIGHWAYS & BRIDGES:

Comm. of Mass.	291,045.00
Aid to Highway	<u>126,602.00</u>

TOTAL FOR HIGHWAYS & BRIDGES: . . . . .	\$ 417,647.00
	=====

EDUCATION & LIBRARIES:Schools:

Evening	2,514.00
Summer	15,332.00
Chapter # 88	<u>6,199.84</u>

Total	24,045.84
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Libraries:

Book Fines	4,534.90
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Athletic Revolving Funds:

Football	16,459.80
Basketball	4,137.00
Activity Fees	<u>18,550.00</u>

Total	39,146.80
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Playground:

Tickets Sales	100.00
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School Lunch Program:

Lunches	512,137.46
Elderly - State	189,751.73
Surplus Food	<u>336.51</u>

Total	<u>702,225.70</u>
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TOTAL FOR EDUCATION & LIBRARIES: . . . . .	\$ 770,053.24
	=====

ENTERPRISES & CEMETERY:Water Division of Public Works:

Water Rates - 1992	1,545,178.80
Water Rates - 1991	33,750.72



WATER DIV. (Con't.)

## Water Lien Added to Taxes:

FY 92	\$ 83,710.35
FY 91	4,465.91
FY 90	1,216.60
FY 89	40.00
FY 85	87.60
FY 84	50.00
FY 83	216.00

Water Maintenance 1992	1,940.12
1991	263.18

Water & Sewer - Interest 1992	13,413.20
- Demands	8,728.31
Water & Sewer - Interest 1991	10,309.48
- Demands	3,348.75

Water & Sewer ATT - Int. FY 92	26,643.60
- Cost	4,815.32
Water & Sewer ATT - Int. FY 91	2,392.24
- Cost	344.59
Water & Sewer ATT - Int. FY 90	561.56
- Cost	<u>20.00</u>

Total	\$ 1,741,496.33
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Mass. Water Resource Authority FY 91-92	32,750.00
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Cemetery:

Land Sales	14,757.50
Internments	40,375.00
Foundation	<u>8,206.80</u>

Total	<u>63,339.30</u>
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TOTAL FOR ENTERPRISE & CEMETERY: . . . . .	\$ 1,837,585.63
	=====

INTEREST:

Perpetual Care Fund	31,329.61
Johnson Library	364.92
Wilson Library	192.95
Real Estate & Personal	84,696.95
Motor Vehicle Excise	4,803.60
Boat Excise	72.72
Tax Title Redemptions	34,552.80
Deputy Collector Acct.	525.43
Certificate of Deposits	70,115.41
Repos	46,783.95
U.S. Treasury	5,115.00
Savings Account	162,412.63
Kasabuski Rink	7,385.32
Sewer Rehab.	20,596.80
Secondary Wastewater Treatment	<u>24,058.15</u>

TOTAL FOR INTEREST: . . . . . \$ 493,006.24  
=====

INDEBTNESS:

Temp. Loan	\$ 117,263.00
Resco	500,000.00
Bond Refunding	435,000.00
Premuim	43,230.50
Accrued Interest	<u>5,306.89</u>

TOTAL FOR INDEBTEDNESS: . . . . . \$ 1,100,800.39  
=====

AGENCY & TRUST:

Perpetual Care Bequest	14,602.50
Fish & Games	13,342.00
Federal Taxes	2,420,886.16
F.I.C.A.	44,966.31
State Taxes	967,366.16
Blue Cross & Blue Shield	7,917.21
Medical East	2,478.16
North Shore	13,068.69
Bay State	68,689.63
Harvard Medical	12,257.97
U.S. Health	3,388.90
HMO Blue	3,805.63
Met. Life Ins.	<u>55,371.94</u>

TOTAL FOR AGENCY & TRUST: . . . . . \$ 3,628,141.26  
=====

GUARANTEED DEPOSITS:

Planning Board	2,699.39
Board of Appeals	<u>5,200.00</u>

TOTAL FOR GUARANTEED DEPOSITS: \$ 7,899.39  
=====

REFUNDS:

Manager	129.38
Postage	265.44
Finance/Personnel	7,062.00
Ele. & Reg.	75.00
Accounting	1,722.78
Collector	2,449.20
Data Processing	24,397.42
Cap. Improv.	4,955.00
Police	777.80
Harbormaster	3.14
Fire	1,472.67
Forestry	436.40
Highway	450.00
Water	<u>2,071.49</u>

REFUNDS: (Con't.)

Building Maint.	\$	860.00
Elec. Maint.		356.00
School - Sal.		2,167.98
- Exp.		26,656.29
Insurance		14,804.26
Council on Aging		592.12
Veteran's Benefits		1,852.40
Holiday		230.81
Contrib. Retirement		517,180.75
Saugus Housing Authority		100,807.00
Kasabuski Rink		62.81
Art. 13 ATM 1989		8,342.98
Art. 14 ATM 1990		184.93
Art. 31 ATM 1991		14,998.00
Art. 11 ATM 1991		15,393.78
Workmen's Compensation - P.W.		1,536.29
Bldg.		293.04
Canine		800.70
School		<u>5,040.33</u>

TOTAL FOR REFUNDS:		\$ 758,428.19
		=====

TOTAL RECEIPTS - FISCAL 1992		\$ 40,658,019.16
		=====

MEMO:

Certificate of Deposits	\$	16,214.728.38
Repos		50,923,615.01
U.S. Treasury		<u>893,841.00</u>

\$ 68,032,184.39
=====

TRANSFERS:

Conservation Commission	\$	36,208.00
Mass. Small Cities		.20
Medical Trust Fund		<u>1,482,095.63</u>

Total		\$ 1,518,303.83
		=====

Town Accountant  
nbs 8-11-92

1991 - 1992 EXPENDITURESRECAPITULATION

GENERAL GOVERNMENT	\$ 2,167,747.69
PROTECTION OF PERSONS & PROPERTY	4,762,297.71
HEALTH & SANITATION	2,499,950.93
HIGHWAY & BRIDGES	215,497.40
CHARITIES & VETERAN'S BENEFITS	66,040.16
SCHOOLS & LIBRARIES	13,419,895.40
RECREATION & UNCLASSIFIED	5,227,452.23
ENTERPRISES & CEMETERIES	417,691.70
INTEREST & MATURING DEBT	2,004,692.50
SPECIAL ARTICLES	3,923,838.63
JUDGMENTS	<u>8,500.00</u>

TOTAL APPROPRIATION \$ 34,713,604.35

NON-APPROPRIATION 7,938,896.48

\$ 42,652,500.83  
=====

1991 - 1992 EXPENDITURESGENERAL GOVERNMENTBOARD OF APPEALS:

Salaries	\$ 3,699.96	
Expenses	<u>220.89</u>	\$ 3,920.85

PLANNING BOARD:

Salaries	5,126.96	
Expenses	<u>6,498.60</u>	11,625.56

FINANCE COMMITTEE:

Expenses		265.72
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BOARD OF SELECTMEN:

Salaries	12,843.29	
Expenses	<u>12,341.42</u>	25,184.71

MANAGER:

Salaries	121,959.70	
Longevity	12,150.00	
Expenses	54,897.35	
Postage	<u>38,263.86</u>	227,270.91

LAW:

Salaries	32,375.20	
Expenses	<u>908.16</u>	33,283.36

FINANCE/PERSONNEL:

Salaries		66,682.25
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DATA PROCESSING:

Expenses		144,426.73
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ACCOUNTING:

Salaries	85,227.05	
Expenses	<u>1,917.68</u>	87,144.73

COLLECTOR & TREASURER:

Salaries	112,557.11	
Expenses	4,448.24	
Tax Title Forecloser	<u>42,398.75</u>	159,404.10



TOWN CLERK:

Salaries	\$ 52,577.82	
Expenses	<u>1,194.89</u>	\$ 53,772.71

ELECTION & REGISTRATION:

Salaries	19,686.51	
Expenses	<u>19,552.79</u>	39,239.30

ASSESSORS:

Salaries	93,524.89	
Expenses	<u>8,349.74</u>	101,874.63

PUBLIC WORKS:

Salaries	684,658.56	
Expenses - Adm.	3,345.21	
Expenses - M.U. Maint.	52,324.03	
Expenses - Motor Pool	2,384.51	
Expenses - Engineering	<u>1,677.65</u>	744,389.96

CAPITAL ACCOUNTS:

Equipment	202,387.07	
Improvement	<u>266,875.10</u>	469,262.17

TOTAL FOR GENERAL GOVERNMENT . . . . .		\$ 2,167,747.69
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PROTECTION OF PERSONS & PROPERTYPOLICE:

Salaries	2,049,304.87	
Expenses	<u>162,602.57</u>	2,211,907.44

HARBORMASTER:

Salaries	1,992.12	
Expenses	<u>5,734.16</u>	7,726.28

FIRE:

Salaries	1,671,464.93	
Expenses	<u>55,909.39</u>	1,727,374.32

BUILDING:

Salaries	98,687.34	
Expenses- Adm.	1,950.23	
Expenses - Maint.	<u>212,335.81</u>	312,973.38

BUILDING/ZONING/ELECTRICAL:

Expenses		\$ 4,163.26
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ELECTRICAL:

Salaries	\$ 19,124.00	
Expenses	150,642.24	
Streetlighting	<u>306,519.09</u>	476,285.33

SEALER - WGTS & MEASURE:

Salaries	6,573.28	
Expenses	<u>492.80</u>	7,066.08

CONSERVATION COMMISSION:

Salaries	3,195.00	
Expenses	<u>7,221.29</u>	10,416.29

CIVIL DEFENSE:

Expenses		4,385.33
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TOTAL FOR PROTECTION OF PERSONS & PROPERTY . . . . . \$ 4,762,297.71

HEALTH & SANITATIONINSPECTORS:

Salaries		72,559.57
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HEALTH:

Salaries	123,484.00	
Expenses	10,944.64	
Mosquito Control	6,193.22	
Rodent Control	1,356.25	
Rubbish Contract	347,614.56	
Resco	<u>344,078.24</u>	833,670.91

CANINE CONTROL:

Salaries	26,794.31	
Expenses	<u>3,897.51</u>	30,691.82

COUNCIL ON AGING:

Salaries	21,125.12	
Expenses	<u>24,842.11</u>	45,967.23

SEWER DIVISION:

Expenses		1,430,520.96
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BONDS:

Misc. Projects	\$	1,807.65	
Lincoln Ave & Force Main		10,000.00	
Secondary Treatment		<u>74,732.79</u>	\$ 86,540.44

TOTAL FOR HEALTH & SANITATION . . . . . \$ 2,499,950.93

HIGHWAY & BRIDGESHIGHWAY DIVISION:

Expenses	98,805.72	
Snow & Ice	100,066.68	
School Plowing	<u>16,625.00</u>	215,497.40

TOTAL FOR HIGHWAY & BRIDGES . . . . . \$ 215,497.40

CHARITIES & VETERAN'S BENEFITSVETERAN'S BENEFITS:

Salaries	5,000.04	
Expenses	400.00	
Expenses - Assist.	<u>60,640.12</u>	66,040.16

TOTAL FOR CHARITIES & VETERAN'S BENEFITS . . . . . \$ 66,040.16

SCHOOLS & LIBRARIESSCHOOLS:

Salaries	10,681,595.36	
Expenses	<u>2,503,800.07</u>	13,185,395.43

LIBRARIES:

Salaries	189,221.34	
Expenses	<u>45,278.63</u>	234,499.97

TOTAL FOR SCHOOLS & LIBRARIES . . . . . \$ 13,419,895.40

RECREATION & UNCLASSIFIEDPLAYGROUND:

Salaries	5,066.00	
Expenses	<u>11,951.93</u>	17,017.93

KASABUSKI RINK:

Salaries	\$ 200,721.18	
Expenses	<u>227,421.17</u>	\$ 428,142.35

INSURANCE:

Expenses		2,483,153.00
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HOLIDAYS & CELEBRATIONS:

Expenses		1,730.81
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CONTRIBUTORY RETIREMENT:

Salaries	17,180.75	
Expenses	<u>2,201,967.00</u>	2,219,147.75

NON-CONTRIBUTORY RETIREMENT:

Salaries	69,654.79	
Expenses	<u>8,605.60</u>	78,260.39

TOTAL FOR RECREATION & UNCLASSIFIED . . . . . \$ 5,227,452.23

ENTERPRISES & CEMETERIESWATER DIVISION:

Expenses		94,778.58
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CEMETERY:

Salaries	116,822.45	
Expenses	<u>7,492.51</u>	124,314.96

FORESTRY & PARKS:

Salaries - Forestry	62,550.21	
Salaries - Parks	87,386.05	
Expenses	<u>48,661.90</u>	198,598.16

TOTAL FOR ENTERPRISES & CEMETERIES . . . . . \$ 417,691.70

INTEREST & MATURING DEBT

<u>MATURING DEBT:</u>	1,610,000.00
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<u>INTEREST:</u>	394,692.50
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TOTAL FOR INTEREST & MATURING DEBT . . . . . \$ 2,004,692.50

SPECIAL ARTICLES: \$ 3,923,838.63

JUDGMENTS: 8,500.00  
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TOTAL FOR APPROPRIATIONS . . . . . \$ 34,713,604.35  
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REVOLVING FUNDS & PUBLIC LAW ACCOUNTSATHLETIC REVOLVING FUND:

Expenses		\$ 33,041.23
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CAFETERIA REVOLVING FUND:

Salaries	\$ 279,665.84	
Expenses	<u>356,802.09</u>	636,467.93

SUMMER SCHOOL REVOLVING FUND:

Salaries		12,573.00
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CHAPTER #88:

Expenses		15,895.23
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PUBLIC LAW ACCOUNTS:

CH. I FY 91		90.00	
CH. I FY 92	Sal.	136,455.24	
	Exp.	20.00	
CH. 2 FY 91		898.92	
CH. 2 FY 92		9,578.00	
P.L. 94-142 FY 91		5,556.80	
P.L. 94-142 FY 91		7,625.00	
P.L. 94-142 FY 92	Sal.	86,994.12	
	Exp.	31,860.95	
P.L. 94-142 FY 92		5,437.13	
P.L. 89-313 FY 90		34.75	
P.L. 89-313 FY 92		7,425.00	
P.L. 99-457 FY 91		8,270.16	
P.L. 99-457 FY 92		9,264.36	
DDE Title II FY 91		804.93	
DDE Title II FY 92		4,698.01	
P.L. 94-142 FY 82		4,261.65	
GAAD FY 91		4,620.80	
GAAD FY 92		15,580.95	
FY 91		<u>990.31</u>	340,467.08

TOTAL FOR REVOLVING FUNDS & PUBLIC LAW ACCOUNTS . . . . . \$ 1,038,444.47

AGENCIES & TRUSTS

<u>PERPETUAL CARE BEQUEST:</u>		14,602.50
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GUARANTEED DEPOSITS:

Planning Board	5,648.03	
Board of Appeals	<u>2,817.49</u>	8,465.52

WITHHOLDING:

Federal Taxes	\$ 2,420,886.16	
F.I.C.A.	44,966.31	
State Withholding	967,366.16	
Medical	1,719,564.90	
Group Ins.	<u>52,892.69</u>	\$ 5,205,676.22

TRUST FUND INCOME:

Anne M. Kimball Library	264.12
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COUNTY CHARGES:

County Assessments	217,543.24
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STATE CHARGES:

Fishes & Licenses	13,342.00	
State Assessments	<u>1,045,164.00</u>	1,058,506.00

CONSERVATION COMMISSION FUND:

36,208.00

OTHER GRANTS:

Arts Lottery	12,934.80	
Outreach Grant	2,684.72	
Municipal Equalization	<u>5,227.09</u>	20,846.61

TOTAL AGENCIES & TRUSTS . . . . .	\$ 6,562,112.21
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REFUNDS:

Personal Property	1,512.17	
Real Estate	51,469.05	
Motor Vehicle	16,580.64	
Sewer	790.48	
Water	3,252.59	
Interest	488.93	
Others	<u>43,447.24</u>	117,541.10

TOTAL FOR REFUNDS . . . . .	\$ 117,541.10
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TEMPORARY LOANS:

Anticipation Notes	177,263.00	
Interest	2,362.00	
Cost	<u>41,173.70</u>	220,798.70

TOTAL FOR TEMPORARY LOANS . . . . .	\$ 220,798.70
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TOTAL FOR NON-APPROPRIATION . . . . .	\$ 7,938,896.48
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BONDED DEBT SCHEDULEOUTSTANDING DEBT AS OF JUNE 30, EACH YEAR

1992	\$ 7,650,000
1993	6,225,000
1994	5,365,000
1995	4,605,000
1996	3,850,000
1997	3,200,000
1998	2,560,000
1999	1,930,000
2000	1,310,000
2001	860,000
2002	420,000
2003	280,000
2004	140,000

BOND MATURITIES AND INTEREST PAYABLE BY FISCAL YEAR1991 to 2005 INCLUSIVE

<u>CATEGORY</u>		<u>PRINCIPAL</u>		<u>INTEREST</u>		<u>TOTALS</u>
Sewer 1991	\$ 790,000		\$ 543,483			
School	160,000		113,600			
Water	300,000		39,750			
General	110,000		14,575			
Judgment	<u>250,000</u>	\$ 1,610,000	<u>19,875</u>	\$ 731,283	\$ 2,341,283	
Sewer 1992	790,000		487,758			
School	160,000		102,240			
Water	300,000		23,850			
General	110,000		8,745			
Judgment	<u>250,000</u>	1,610,000	<u>6,625</u>	629,218	2,239,218	
Sewer 1993	855,000		363,468			
School	160,000		90,880			
Water	300,000		7,950			
General	<u>110,000</u>	1,425,000	<u>2,915</u>	465,213	1,890,213	
Sewer 1994	700,000		315,020			
School	<u>160,000</u>	860,000	<u>79,520</u>	394,540	1,254,540	
Sewer 1995	600,000		265,890			
School	<u>160,000</u>	760,000	<u>68,160</u>	334,040	1,094,040	
Sewer 1996	595,000		226,340			
School	<u>160,000</u>	755,000	<u>56,800</u>	283,140	1,038,140	
Sewer 1997	490,000		192,615			
School	<u>160,000</u>	650,000	<u>45,440</u>	238,055	888,055	
Sewer 1998	480,000		165,525			
School	<u>160,000</u>	640,000	<u>34,020</u>	199,605	839,605	
Sewer 1999	470,000		138,245			
School	<u>160,000</u>	630,000	<u>22,720</u>	160,965	790,965	
Sewer 2000	460,000		110,980			
School	<u>160,000</u>	620,000	<u>11,360</u>	122,340	742,340	
Sewer 2001		450,000		83,760	533,760	
Sewer 2002		440,000		56,770	496,770	
Sewer 2003		140,000		30,030	170,030	
Sewer 2004		140,000		20,020	160,020	
Sewer 2005		140,000		10,010	150,010	

TAX RATES AND VALUATIONS

<u>FISCAL YEAR</u>	<u>RESIDENTIAL TAX RATE</u>	<u>COMMERCIAL TAX RATE</u>	<u>VALUATION</u>
1982	22.93	30.00	571,598,650
1983	22.78	30.00	580,627,027
1984	16.31	27.60	771,052,600
1985	16.92	28.25	772,019,800
1986	17.39	28.83	793,186,800
1987	10.97	19.55	1,320,430,093
1988	11.27	20.08	1,336,850,653
1989	10.47	23.87	1,356,324,486
1990	8.17	18.48	1,848,929,855
1991	8.36	19.06	1,875,464,895
1992	9.99	20.07	1,764,361,151
1993	10.77	22.62	1,672,174,030



DEBT ACCOUNTSJUNE 30, 1992

## Net Funded or Fixed Debt:

## Outside Debt Limit:

General,	\$ <u>7,650,000</u>
	\$ 7,650,000
	=====

## Serial Loans:

## Outside Debt Limit:

## General:

Sewer,	\$ 5,960,000
Water,	300,000
Fire Equipment,	110,000
School,	<u>1,280,000</u>
	\$ 7,650,000
	=====

TRUST AND INVESTMENT ACCOUNTSJUNE 30, 1992

## Trust and Investments Funds:

## Cash and Securities:

In Custody of Treasurer,	\$ 1,472,964.50
	=====

## In Custody of Treasurer:

Medical Trust	\$ 557,766.09
---------------	---------------

## Library Funds:

Benjamin N. Johnson,	5,679.07
George W. Wilson,	2,405.36
Conservation Commission Fund,	103,922.12
Cemetery Perpetual Care Fund,	573,235.44

## Investment Funds:

Stabilization,	<u>229,956.42</u>
----------------	-------------------

\$ 1,472,964.50
=====



## ASSESSOR'S DEPARTMENT

The Board of Assessors finalized valuation of all real and personal property, as of January 1, 1992. At a public hearing held, the Board of Selectmen selected a residential factor to determine the percentages of tax burden to be borne by each class of property for fiscal 1993. On December 8, 1992, the Board of Assessors received approval, of the Selectmen's approved tax rate, from the Commissioner of Revenue.

### TAX RATE SUMMARY -- FISCAL 1993

Gross amount to be raised	\$38,862,497.05
Estimated receipts and available funds	<u>15,687,583.88</u>
Net amount to be raised by taxation	\$23,174,913.17

### REAL ESTATE VALUATION

<u>Class</u>		<u>Tax Rate</u>	<u>Levy by Class</u>	<u>Valuation</u>
Residential	(1)	10.77	13,314,520.64	1,236,258,514
Commercial	(3)	22.62	6,428,118.37	284,178,971
Industrial	(4)	22.62	2,548,313.45	112,658,420
Personal Property	(5)	22.62	<u>883,960.71</u>	<u>39,078,125</u>
TOTAL			23,174,913.17	1,672,174,030

LOCAL EXPENDITURES

Tax Title	\$ 42,000.00
Court Judgments	8,500.00
Cherry Sheet Offsets	370,040.00
Snow & Ice Deficit	<u>79,692.00</u>
Total Expenditures	500,232.00
Appropriations	35,432,904.04
State & County Cherry Sheet Charges	1,329,361.00
Overlay (Allowance for Abatements & Exemptions)	<u>1,600,000.01</u>
Total Amount to Be Raised	38,862,497.05

ESTIMATED RECEIPTS

Estimated Receipts from State	5,348,009.00
Estimated Receipts from Local	8,124,568.88
Revenue Appropriated for Particular Purposes	<u>2,215,006.00</u>
Total Estimated Receipts	15,687,583.88

BREAKDOWN OF LOCAL ESTIMATED RECEIPTS

Motor Vehicle Excise	1,326,368.75
Other Excise	3,715.56
Penalties & Interest on Taxes & Excise	224,455.46
Payments in Lieu of Taxes	19,606.78
Fees	17,963.85
Rentals/Boards	17,791.00
Departmental Revenue - Libraries	4,534.90
Departmental Revenue - Cemetery	48,581.80
Other Departmental Revenue	28,904.61
Licenses & Permits	422,412.35
Fines & Forfeits	147,880.80
Investment Income	284,426.99
Lien Certificates	28,075.00
Lease of Building	13,536.00
Traffic Enforcement	79,908.70
Other	<u>30,188.66</u>
Total	2,698,351.21

COMPARISON SHOWING VALUATION INCREASE FOR PERSONAL PROPERTY

Personal Property - Fiscal 1993	39,078,125
Personal Property - Fiscal 1992	<u>32,890,810</u>
TOTAL VALUE INCREASE	6,187,315

COMPARISON SHOWING VALUATION DECREASE FOR REAL ESTATE

Real Estate - Fiscal 1992	1,731,470,340
Real Estate - Fiscal 1993	<u>1,633,095,905</u>
TOTAL VALUE DECREASE	98,374,435

COMPARISON SHOWING MOTOR VEHICLE EXCISE (incomplete for 1992)

<u>Year</u>	<u>Number of Bills</u>	<u>Valuation</u>	<u>Amount</u>
1991	24,749	57,207,800	1,333,952.56
1992	24,147	58,981,750	1,307,696.77

COMPARISON SHOWING BOAT EXCISE

<u>Year</u>	<u>Number of Bills</u>	<u>Valuation</u>	<u>Amount</u>
1991	161	768,800	7,688.00
1992	176	766,800	7,668.00

NUMBER OF EXEMPTIONS GRANTED IN FISCAL 1993

Hardship (Clause 18)	1
Police & Fire Widows (Clause 42)	3
Blind (Clause 37A)	19
Elderly (over 70-Clause 41)	164
Widows (Clause 17D)	59
Veterans (Clause 22)	368
Veterans (100% Disabled)	24
Veterans (Paraplegic)	5
Veterans (Clause 22A, B, & C)	4





## CABLE TV COMMISSION

The Saugus Cable TV Commission met eight times during the past year, starting on January 27, 1992. This year would be important as it would include start-up time for renewal contract negotiations with Continental Cablevision Company. The negotiations are on-going as of this date.

### January 27, 1992

Company reassignments were announced at this meeting. Jane Lyman will assume responsibilities for the Local Origination Dept., Jill Stark will have responsibility for technical production and Mike Leone will transfer to the Cable News Network. Revere personnel will assist us with local production until a replacement can be found.

Discussions were held regarding summer olympic telecasting, possible acquisition of the American Movie Channel and preparation for the discussions to be held during contract negotiations.

Next meeting scheduled for March.

### March 25, 1992

Letters sent to Bd of Selectmen pertaining to:  
 appointment of Commission members;  
 warrant in Town Meeting for money to cover negotiation expenses (\$3500).

Letter sent to U. S. Congressman Ed Markey stating Commission's opposition to "transmission fees" to be paid to major networks by cable companies.

Ms. Kim Kyle from the Comm of Mass TV Commission explained to the Commission the steps (formal and informal) to be followed in the legal process for contract negotiations and renewal.

Continental presented quarterly "progress & problem" report.  
 Next meeting scheduled for May.

### May 13, 1992

Continental's new legal counsel, Pam Melton, was introduced to Commission. Town Meeting approved budget for Commission's negotiations. August 25 was announced as the date that Continental would formally request renewal negotiations.

Commission voted to follow INFORMAL route for negotiations.  
 Jane Lyman reported on marketing and programming update.

### July 1, 1992 Special Meeting

Commission called a special meeting to discuss negotiations. Continental agreed to no rate increases during negotiations. Beverly Cable Commissioner John Hurley spoke about various community contracts.

### August 12, 1992

Six interested residents were present to comment and suggest ideas re contract renewal. Lengthy discussion between company & commission ensued.

Atty Melton discussed legal process to be followed.

The Commission assigned the following duties to members:

D. Berkowitch: conduct public hearing (per order negotiation process) and to chair sub committee on school/education needs.

Dr. Golan: Public Facilities  
 W. Lombardo: Senior citizens  
 J. Mangini: LO studio

A. Merita: Fire Dept.  
 E. N. J. van for portable studio  
 J. Carakatsane: Schedule coordinator

It was voted that a questionnaire be prepared for consumers to comment on opinions & needs for local reception and service.

Ed Rourke appointed local origination chairman. by Continental.

#### September 9, 1992

Continental GM Dave Dane told Commission that he had sent formal letter applying for license renewal to the Bd of Selectmen.

Terms were defined, suggestions and proposals were included along with an overview of Comm of Mass renewal framework. This explained that application from a company cannot be denied if:

- a) company has complied with existing contract
- b) company's service has been reasonable
- c) company has financial, legal & technical ability to meet needs required to perform
- d) company meets community needs

Sub committee reports were incomplete as of this date  
 Selectmen are invited to attend October meeting for update

#### October 15, 1992

Selectmen Barry & Fasano attend meeting. Company explains rules & regulations for renewal.

Ms Fasano indicated a concern that more municipal meetings be covered on cable. in addition to Selectmen, Sch Comm & Town Meeting.

New Federal regulations pertaining to cable not developed fully yet. This is expected to be clear by April, 1993.

Selectmen opt to survey citizens for comments and complaints re cable prior to Nov meeting of Commission.

Jane Lyman & Ed Rourke submit progress reports.

#### December 3, 1992

Letter from Mr. Horton requesting to be cable advisor read & filed.

Sub committee report by Dave Berkowitch indicated that school department is seeking major additions and acquisitions (studio, separate channel, equipment etc) for exclusive school use. These suggestions to be placed under negotiations.

Dave Dane discussed federal regs again:

- Town can set basic rates only
- Avenue for rate dispute has been established
- Senior citizen discounts are a negotiable item
- Additional items still not resolved

Questionnaire reviewed, agreed upon and, according to Dave Dane, company will fund printing and mailing costs. Results to come to Commission first.

Dave Dane also presented a less expensive tier of service (\$10.50) which still allows purchase of premium channels.

#### SUMMARY:

This year of 1992 developed into a very active time for the Cable TV Commission. Negotiations are on-going and cannot be concluded until fed regs are established and related to local concerns.

Commission will continue to meet monthly until a new and acceptable contract is agreed upon. This proposal will then be presented to the Bd of Selectmen for final approval.



## CEMETERY DEPARTMENT

.....

The Cemetery Department has a crew of 4 full time workers and a part time clerk. We continue to maintain our budget and salaries.

The Cemetery Commission voted to reinstate monuments in the Walnut Section making lot owners very happy.

Riverside Cemetery Continues to be a source of pride to lot owners and residents of Saugus.

The Department had a total of 157 Interments for 1992. We sold 80 new grave sites. We poured 51 cement monument foundations, set 24 flat markers, and 26 Veterans Markers. The Department had an income of \$77,330.80. We received \$39,270.00 in Interment Fees, \$14,157.50 for Land Sales, \$9,900.80 in Foundations Fees, and \$14,002.50 for Perpetual Care. Perpetual Care Interest was approximately \$14,793.11.

### BOARD OF CEMETERY COMMISSIONERS

Walter V. Kelley Jr., Chairman  
Gene Leighton  
Robert LeVasseur

Michael McLaughlin  
Supervisor



1992

	<u>LAND SALES TOTALS</u>	<u>PERPETUAL CARE TOTALS</u>
JANUARY	775.00	725.00
FEBRUARY	937.50	937.50
MARCH	1,525.00	1,475.00
APRIL	1,895.00	1,890.00
MAY	2,262.50	2,237.50
JUNE	1,125.00	1,125.00
JULY	2,625.00	2,625.00
AUGUST	-0-	-0-
SEPTEMBER	750.00	750.00
OCTOBER	937.50	937.50
NOVEMBER	750.00	750.00
DECEMBER	<u>575.00</u>	<u>550.00</u>
1992 TOTAL.....	\$14,157.50	\$14,002.50



## CONSERVATION COMMISSION

### OPEN SPACE & LAND ACQUISITION COMMITTEE

.....

Conducting business under Massachusetts General Laws, Chapter 131, Section 40 and Article 24 of the Town By-Laws, the Saugus Conservation Commission continues a very heavy workload.

The Saugus Conservation Commission held 23 regularly scheduled open meetings in 1992. In addition the Open Space and Land Acquisition Committee held several meetings until retirement of Margaret Crooker at the end of June. There were 51 Public Hearings, 18 of those being continued for additional information. There were also 35 Determinations of Applicability. Resulting from the hearings, 45 Orders of Conditions were written, and 4 Denials were issued. Appeals to or by the Department of Environmental Protection, 8 in all, were reviewed most resulting in Superseding Orders being issued by the Department. 16 Existing Orders were modified, 4 Orders were extended and 18 Certificates of Compliance issued. One meeting was rescheduled because of lack of a quorum.

Site visits were conducted collectively at 33 locations and in many instances individuals conducted site visits on their own due to time constraints.


As in the past, projects ranged in scope from site work to major development of large Route 1 projects. A heavy workload from the Hammersmith development off Essex Street resulted in one meeting dealing with 16 public hearings, hopefully a temporary aberration.

Wayne Gautreau is acting chair of the Open Space and Land Acquisition Committee, working under the Commission. Purchase was completed of two parcels of land from Knights of Columbus adjacent to Prankers Pond and purchase of about 23 acres of land from Theresa and Frank Pendelton awaits final results of a limited subsurface investigation of the sites under MGL, Chapter 21E.

In addition three substantial Conservation Easements have been negotiated with project proponents. Two are along the Saugus River which protect the river from its confluence with Bennett Brook downstream to land already owned by the Town at Pranker's Pond. The third will protect an area of Pennybrook south of the Saugus High School behind the proposed development of the ADAP site.

Violations of the Wetland Protection Act are a continuing problem. The Conservation Officer pursues each violation first with a warning, then an Enforcement Order, and in some instances, fines are levied through issuance of a ticket. If the violation is not corrected, court action is sought. This course of action produces a very high rate of compliance. 12 letters of complaint were answered. 22 verbal warnings, 34 Enforcement Orders and 16 tickets were issued. There were 30 court appearances by the Conservation Officer. The Conservation Officer had 4 meetings with the Essex County Mosquito Control. There were also 103 site visits made by the Conservation Officer for the Building Inspector.

Election of officers for the year July 1992 to June 1993 resulted in no change - - - Anne M. Cyros, Chairman, Francis G. McKinnon, Vice Chairman, Wayne S. Gautreau, Harry S. Migdula, Danielle Frizzi, Charles N. Lunch, Jr.. A seventh member was appointed in August, Mary H. Kinsell. Conservation Officer John W. Coffey was reappointed for another one year term. Our Secretary, Marie W. Wilkie continues a very heavy clerical load, and works many hours at home.

  
 Anne M. Cyros, Chairman  
 Saugus Conservation Commission  
 January 12, 1993



## FIRE DEPARTMENT

.....

The Saugus Fire Department has again completed one of it's busiest years. This year the Department responded to 1800 alarms of fires and emergencies, up from 1718 the previous year.

Requests for emergency services such as rescues and hazardous material incidents have necessitated the requirement for increased training procedures in addition to firefighting training.

The department continues to operate from two locations; Central Fire Station and the Essex Street Station with two engine companies and one ladder company to cover the Town.

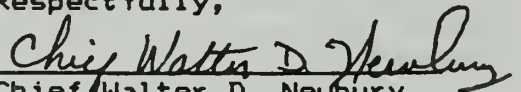
Due to increased traffic and accident rates it is now Department policy to respond to motor vehicle accidents with personal injury, with two Jaws of Life Rescue Tools, one on Eng. 2 and one on Ladder One.

Training of all personnel continues with the training division designing a program to be implemented throughout the Department. All new members are required to attend and pass the Massachusetts Firefighting Academy during their probationary period.

The Fire Prevention Bureau continues to work on projects to ensure that a fire safe environment, to the extent possible, exists in Town.

The Town of Saugus is growing and continues to grow. The number of runs and services available to citizens have increased, necessitating the need for more manpower to the Department to handle these circumstances.

Respectfully,

  
Chief Walter D. Newbury





**CHIEF GEORGE W. PARROTT, III**  
**SAUGUS FIRE DEPARTMENT**  
 Retired January 5, 1992



**CHIEF WALTER WALDRUP**  
**SAUGUS FIRE DEPARTMENT**  
 Retired November 15, 1992



January 29, 1993

To: Chief Walter Newbury

From: Captain Charles Thomas

Re: Fire Prevention Annual Report - 1992

The Fire Prevention Bureau performed the following duties as required by state laws and regulations under CMR-527:

1. To insure that homes are protected with smoke detectors.
  - a. All homes sold or remortgaged must be inspected for proper installation and testing of smoke detectors.
  - b. Numbering of houses inspected as per Town Ordinance.
2. The use of wood stoves has decreased. Permits to install or alter fuel oil burner equipment has increased. Upon completion an inspection must be made by fire prevention for compliance with State Law CMR 4.
3. Underground tank installation or removal require permits.
  - a. When tanks are removed the surrounding area must be inspected for soil contamination and clean up if necessary.
  - b. A new tank installation must be tested for leaks before it can be installed.
4. There was an increase in building construction this past year (1992). All residential and commercial building plans must be reviewed and stamped showing proper location for smoke detectors.
  - a. Commercial construction requires proper placement of smoke detectors, emergency lighting, exit signs and sprinkler systems if necessary.
  - b. A follow up site visitation for inspection is required before an occupancy permit is issued.
5. Permits are required for all blasting in Saugus and all complaints relative to are investigated with the necessary action taken.

**"SMOKE DETECTORS SAVE LIVES"**

Page -2-

6. Gasoline stations were inspected at various times of the year. Any underground tanks found defective were removed and replaced with new tanks.
7. Fuel oil and gasoline tank trucks are inspected for compliance with CMR 8.00.
8. Fire drills were conducted in all Public Schools as required by State Law.
9. Nursing homes were inspected quarterly as required as by State Law.
10. Places of Public Assembly were inspected at various times during the year.
11. Speaking engagements and fire safety films were shown at schools as well as the work place, homes for the elderly and nursing homes. We also utilize the cable channel for any films or messages we feel will be useful to the viewing public.
12. Attended monthly Fire Prevention meetings throughout the state.

In summary we feel that the continuous education of the public both young and old, with practical fire safety information and updating fire protection for commercial and residential occupancies has helped to safeguard life and the environment from fire.

Respectfully,

*Captain Charles Thomas*  
Captain Charles Thomas

"SMOKE DETECTORS SAVE LIVES"



## Apparatus Status - December 1992

<u>Designation</u>	<u>Year</u>	<u>Make</u>	<u>Capacity</u>	<u>Condition</u>
Engine #1	1988	Pierce	1250 GPM	Excellent
Engine #2	1985	Pierce	1250 GPM	Excellent
Engine #4	1966	Mack	1250 GPM	Fair (Reserve)
Aerial Platform	1988	Pierce	95'	Excellent
Squad #1	1975	Pierce	250'	Good (Brush)
Squad #2	1977	Seagrave	250'	Good (Brush)
Car #1	1992	Ford	Crown Victoria	Excellent
Car #2	1985	Ford	Sedan	Good
Car #3	1988	Ford	Sedan	Excellent
Jaws of Life -	1988	Amkus		Excellent
Jaws of Life -	1980	Hurst		Good
Cascade System		Scott	4.5 NFPA	Excellent

"SMOKE DETECTORS SAVE LIVES"

DATE: December 92-----	THIS MONTH	LAST MONTH	SAME MO. LAST YR.	LAST YR. TO DATE	THIS YEAR TO DATE
<b>1. ALARMS: How Rec'd.</b>					
Box Alarms	22	25	37	339	305
Telephone Alarms	153	97	96	1218	1291
Comb. Box & Tel.	1	0	1	1	6
Verbal	16	14	20	160	198
TOTAL ALARMS	192	136	154	1718	1800
<b>2. FIRES:</b>					
Buildings	1	6	3	30	25
Motor Vehicles	9	3	10	74	59
Brush, Rubbish, etc.	14	14	18	345	372
Other:	3	4	0	45	37
Total Fire Calls	27	27	31	494	493
<b>3. NON-FIRE CALLS</b>					
INTERNAL ALARMS	23	29	40	342	305
HAZ. MAT. SPILLS	5	1	0	17	33
ACCIDENTS/MEDICAL	45	28	31	278	325
EMERGENCIES	34	14	12	87	148
DETAILS	14	8	9	173	142
MUTUAL AID	3	2	4	41	44
CHIMNEY/OIL BURNER:	7	3	3	22	42
FALSE ALARMS	13	15	15	151	135
AID TO OCCUPANT	21	9	9	113	133
TOTAL NON-FIRE ALARMS	165	109	123	1224	1307
<b>4. EQUIPMENT USED:</b>					
1 1/2" - 1 3/4"	700	400	2500	12950	12600
2 1/2"	-	-	-	1950	2650
3" - 4"	-	-	1000	5800	3150
LADDERS USED	122'	95'	246	1376'	1088'
EXTINGUISHERS	0	2	2	21	12
JAWS USED AMKUS TOOL	1	0	2	9	10
BOOSTERS	1750	2250	2000	57,500	53,750





## HISTORICAL COMMISSION

During 1992, the Saugus Historical Commission held regular monthly meetings. The Commission membership reached its full complement with the appointment of Stephen Rich to replace Cynthia Pollack, who declined reappointment.

A major responsibility of the Commission is to review applications for demolition permits to ensure that appropriate photographic and other documentation is obtained for posterity. During the year, a total of ten permits were reviewed. The Commission appreciates the spirit of cooperation on the part of the Building Inspector in carrying out this function.

The Commission, in its role as principal adviser to the town on preservation matters, was involved in the process of designing an appropriate repair project for the gutters on the former Cliftondale School. This building is one which has been previously identified as potentially eligible for the National Register of Historic Places, and it is thus important that any work done on the structure reflect the historic detailing of the building. The Commission intends to move forward in 1993 with the necessary steps to pursue National Register listing for this structure, along with a number of other structures and districts identified by the comprehensive survey of the town done several years ago. A small appropriation is available for this work, although additional funding may be required.

The Commission followed with great interest the proposed rehabilitation of the Saugus Town Hall. Member Stephen Rich has represented the Commission on the Town Hall committee. The Commission met with the committee and its architect, and believes that this project is well-structured to both result in a Town Hall which will be a focus of town life and to respect the aspects of the structure which are responsible for its listing on the National Register of Historic Places.

The Commission has followed with great interest the work of the Mural Committee, culminating with the removal of the mural from the Police Station to secure storage.

The Commission congratulates the Saugus Historical Society on its acquisition of the property at 30 Main Street for use of the Society. Preliminary conversations have been held with the Society on the possibility of its assistance in moving forward with the nomination of the Saugus Center area, including 30 Main Street, as a National Register district.

The Commission also expressed its support of a proposal being considered by the National Park Service for the acquisition of the Scott Mill property as an addition to the Saugus Iron Works National Historic Site.

Stephen P. Carlson  
Chairman



## INDUSTRIAL DEVELOPMENT INDUSTRIAL REVENUE FINANCING AUTHORITY

.....

01/28/93

### Annual Report for Industrial Development/Industrial Revenue Financing Authority for 1992

The Business & Industrial Development/Industrial Revenue Financing Authority received no funding from the Town of Saugus. No funding was requested in 1992. 1992 was a banner year for the IDC/IFR. There were many meetings, however due to lack of a quorum only ten official meetings were held. These meetings have generally been held at the Town Hall on Monday evenings at 6:00 PM. The general public has been welcome, as was the press. We have had several meetings with Inspectional Services to discuss the simplification of the town's permitting process. Mr. MacDonald has said this process is currently being developed. A booklet defining the rules of the town towards new or replacement development is being worked on and hopefully will be ready soon. This will be a part of a packet that can be given to prospective developers and investors.

The IDC/IRA also determined from Town Counsel they had the authority to issue Industrial Revenue Bonds in some cases. This was highlighted by the retirement of the original IRB Bonds issued by the Town of Saugus for construction of RESCO. Initially these were IRB bonds. As part of a contract, these bonds were retired, but the Town; through the IND/IRA had to sign off this agreements. It was later proposed and cleared by Town Counsel the IDC/IRA had the ability to issue bonds for stalled shopping center project, however on contact with the shopping center developer, they felt this was not necessary. It would have been required to obtain Town Meeting's approval for any bonds to be issued by the IDC/IRA or any Town department.

One of the major triumphs of the IDC/IRA was to apply for and secure a grant from Sam's Club for \$3,000. This will be paid in two installments of \$1,500.00. This grant was given to the Saugus Chamber of Commerce for the express purpose of the IDC/IRA to develop a brochure promoting Saugus as a place to locate a business. The proposed title for the brochure will be "Saugus, the Gateway to Essex Country". It is hoped this brochure will be completed early in 1993.

Dolores Sarver has recently been appointed to the IDC/IFR filling one of two vacancies. At this time, there remains one open seat. The other six members of the IDC/IFR are S. Celemi, K. Fiore, G. Morris, C. Serino, M. Sicuranza, and P. Rossetti Jr., Chairman.

We would encourage any and all questions, comments, and suggestions. We would welcome any interested parties to attend our meetings.

Thank you.

P. Rossetti Jr. 01/28/93 233-1855

*P. Rossetti Jr.*



## INSPECTIONAL SERVICES DEPARTMENT

I respectfully submit the following Annual Reports of the Inspectional Services Department for the year ending December 31, 1992 to consolidate and coordinate the following departments:

Building  
Health  
Electric  
Plumbing  
Gas  
Sealer of Weights and Measures  
Canine

This consolidation has proved effective in serving the public through dealing with one office. Credit must be given to the Inspectional Services staff for their cooperation in making this effort a success.

As stated before communication with the public is important for this department. We are reaching out to the community through various educational processes.

We have had seminars and clinics for Health and Building related subjects that were well attended by the public and business individuals.

Our voluntary Recycling Program has proven to be a success as indicated in our charts.

Again thanking all Inspectional Services Personnel for their support in this transitional year, I specifically acknowledge Ms. Rosemarie Sola, Ms. Patricia Flickinger and the Board of Health for the extra effort required for the success of this office.

Respectfully Submitted,

Richard R. MacDonald,  
Inspectional Services Director

rs  
Enclosures



**BUILDING DEPARTMENT**  
.....

Permits for new non-residential construction were Sam's Club at 564 Broadway and Itam Club at One Beachview Avenue.

Also, Office Max has made major interior and exterior renovations and is now located where Busters was at 1069 Broadway, former Farm Stand located at 325 Main Street has been completely remodeled to now be Caparella's Market and Frame King of 1370 Broadway did extensive remodeling.

New residential construction has greatly increased by thirty eight (38) new homes last year. This increase is partly due to the Hammersmith Village subdivision. There were (66) single family homes and one two-family home built. There has been no condo's or townhouses built in the last two years.

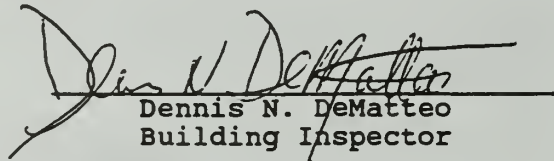
Provident Institute for Savings altered their front entrance for an ATM vestibule, Big & Tall did repairs to their existing store and Grossmans installed storage racks. All the stores at Village Park located at 345 Main Street have installed new roofing facades and K-Mart has refurbished their storefront. The Dialysis Center of 124 Broadway did an interior expansion to be now the Bio-Medical Application of Essex County.

There was a slight increase in the number of residential alterations/additions in the last year.

There were 124 occupancy permits issued for residential homes, additions, and commercial buildings.

There were thirty-eight (38) Certificates of Inspections issued to various restaurants, group homes and pre-schools.

Please find attached a breakdown of permits issued by this department during the year.

  
Dennis N. DeMatteo  
Building Inspector

1992  
TOTAL PERMITS---BUILDING DEPARTMENT

<u>TYPE</u>	<u>NO.</u>	<u>ESTIMATED COST</u>
<u>Residential:</u>		
Single Family Homes	66	\$ 7,291,876.00
Two Family Homes	1	\$ 124,000.00
Alterations/Additions	190	\$ 1,581,276.39
Sheds	13	\$ 18,107.00
Garages	8	\$ 83,100.00
Pools	31	\$ 97,950.00
Wood Stoves	10	\$ 9,292.79
Roofing/Siding	108	\$ 427,021.00
Demolitions	10	\$ 21,450.00
Fences	9	\$ 11,980.00
Ramp	1	\$ 1,800.00
Wall	1	\$ 6,500.00
	<u>449</u>	<u>\$ 9,674,353.18</u>
<u>Non-Residential:</u>		
New Construction	2	\$ 4,150,000.00
Alterations/Additions	37	\$ 1,052,950.00
Signs	46	\$ 100,792.00
Roofing/Siding	7	\$ 34,300.00
Garage	1	\$ 21,700.00
Demolitions	4	\$ 25,500.00
Tents	2	\$ 41,500.00
Awning/Canopy	2	\$ 17,500.00
Satellite Dish	2	\$ 4,000.00
Concrete Hut	1	\$ 20,000.00
	<u>104</u>	<u>\$ 5,468,242.00</u>
TOTAL	553	\$ 15,152,595.18

Trailer Fee's Collected	\$ 6,300.00
Permit Fee's Collected	\$ 176,497.33

## BOARD OF HEALTH

.....

The Board of Health consists of five members: Mr. Jon Bernard, Chairman; Ms. Diane Serino, Vice-Chairman; Ms. Maureen Dever, Secretary/Hearing Officer; Dr. Edwin Faulkner, Health Officer; and Mr. Jay Ash, Health Officer. In addition, the staff includes Mr. Joseph Giancola, Health Agent; Mr. Richard R. MacDonald, Inspectional Services Director; and Ms. Rosemarie Sola, Clerk.

Responsibilities for the Board of Health include issuing appropriate permits; establishing permit fees; overseeing the inspections of restaurants, food service establishments, public facilities, etc.; conducting administrative hearings; responding to citizens concerns; implementing the Town's recycling program; and the monitoring of curbside trash pick-up.

In addition to these responsibilities, the Board of Health engaged in a joint venture with the Atlanticare Hospital in an effort to provide the citizens of Saugus with the services of a Public Health Nurse, Ms. Louise Bucchiere, whose office is located at the Conference Center of Laurel Gardens. This has been a very successful program and the Board looks forward to continued success in 1993.

Also new this year has been the Board's interest in educating the citizens on various health related topics, such as A.I.D.S., Food Service Sanitation, Food Service Training and Certification Programs and the dangers of lead paint. It is the intent of the Board of Health to schedule additional lectures in the future.

The following is a list of the types and number of permits issued and other relevant data processed by the Health Department in 1992:

Permits and Licenses issued for 1992	519
Complaints (written)	25
Water Samples for Analysis	1
Restaurant and Retail Inspections	355



**PUBLIC HEALTH NURSE:**

The following is the Annual Report of the Public Health Nurse during 1992:

**IMMUNIZATION CLINICS:**

An immunization program for school children from Kindergarten to Grade 12 was carried on throughout the year for those needing boosters or those who had to start their immunization series in order to bring them up-to-date in accordance with the Laws of the Massachusetts Department of Public Health. We have nearly 100% immunization in Town which would not be possible without the cooperation of the parents, doctors, school nurses and the Health Department.

**BLOOD PRESSURE SCREENINGS:**

Continued interest and concern was shown by the Senior Citizens of the Town thus making it worthwhile to continue our Blood Pressure Clinics.

**FLU CLINICS:**

The annual flu clinics were held in November and December. Pneumonia vaccine was offered to the elderly and high risks for a fee of \$5.00 per person who have never received the pneumonia immunization. There were approximately 1500 persons immunized for flu and pneumonia vaccine.

**STATISTICS OF SELECTED INTEREST:\***

Blood Pressure	355
Immunizations	132
Mantoux Testing	27
TB Reporting	2
Flu/Pneumonia	1471
Screenings	29
*Starting July 1992	

**PROJECT HIGHLIGHTS OF THE YEAR:**

Colo-Rectal Screenings	Bicycle Safety Clinics
Diabetes Screenings	55 Alive
BP Clinic Town Hall Employees	MMR Clinics (7th Grade)
Hearing & Vision (Grades 6-8)	Hepatitis B Firemen
TB Testing Teachers Cliftondale School	Flu Clinics (3)

It is the intention of the Board of Health and its staff to continue to serve as a resource intended to educate, inform, protect, and meet the multitude of health-related needs as dictated by the community.

The endeavor with Melrose/Wakefield Hospital and enthusiastic participation on the Saugus Health Education Task Force and Saugus Recycling Committee have served to enhance the Board's commitment to promote high health standards as established by the Board of Health members.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Jon C. Bernard".

Jon C. Bernard, Chairman  
Saugus Board of Health

## ELECTRICAL

.....

The following is the Annual Report of the Electrical Inspector for the year of 1992.

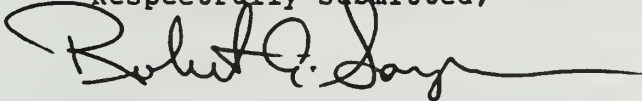
### INSPECTIONS:

There were four hundred and thirty-four (434) Electrical Permits issued during the year and approximately two thousand five-hundred and fifty (2,550) inspections were made at residential dwellings, commercial and industrial properties. This does not include inspections of Town owned buildings.

### FEES:

The total fees collected for permits for 1992 were: Twenty three thousand one-hundred and sixty-two (\$23,162.00) dollars.

Respectfully submitted,



Robert Sampson  
Electrical Inspector

Rs/rs

## PLUMBING & GAS

.....

The following is the Annual Report of the Plumbing & Gas Inspector for the year of 1992.

### INSPECTIONS:

There were two hundred and fifty-one (251) Gas Permits and one hundred ninety-eight (198) Plumbing Permits issued and approximately nine hundred (900) inspections were made at residential dwellings, commercial and industrial properties. This does not include inspections of Town owned buildings.

### FEES:

The total fees collected for Gas & Plumbing Permits for 1992 were:

Gas Permits - six thousand eight hundred and forty-five (\$6,845.00) dollars.

Plumbing Permits - Ten thousand eight hundred and five (\$10,805.00) dollars.

New Sewer Permits total eighty-five (85) permits issued for an amount of eighty one thousand six hundred and sixty-one (\$81,661.00).

Existing Homes (sewer connections) total eighteen (18) permits issued for an amount of nine hundred (\$900.00) dollars.

Mr. Stella has taken on a new position as Environmental Inspector and oversees the solid waste pick-ups for the Town of Saugus, which includes daily inspections of the contracted firm that pick-up solid waste. This position has directly been related to the decrease of tonnage thru the enforcement of limitation of solid waste.

Respectfully submitted,

*Charles Stella*

Charles Stella

## WEIGHTS & MEASURES

I hereby submit my Annual Town Report for the year of 1992.

Salary (part-time)	\$ 6674.50
Expenses	<u>650.00</u>
	\$ 7324.50

<u>SCALES &amp; BALANCES</u>	<u>SEALED</u>	<u>ADJUSTED</u>	<u>NOT SEALED</u>	<u>CONDEMNED</u>
Over 10,000 lbs.	3			
100 to 1000 lbs.	29	11	3	
+10 to 100 lbs.	230	112	11	2
10 or less	16	3		

### WEIGHTS:

Avoirdupois	15
Metric	15
Apothecary	106

### LIQUID MEASURING DEVICES:

Gasoline & Diesel	218	1	8
Oil & Grease	5		
Kerosene	2		1

### LINEAR MEASURES:

Yard Sticks	3
-------------	---

### AUTOMATIC MEASURING DEVICES:

Taximeter	7	2
Fabric Measuring	1	
Wire Cordage	2	
Reverse Vending Machine	9	

FUEL OIL DELIVERY INSPECTIONS:

Total	11	Violations	1
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HAWKERS & PEDDLERS:

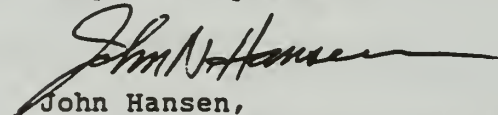
Total	3	Violations	0
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PAYMENTS TO TREASURER:

(Sealing and Adjusting Fees)	\$ 3177.50
(Accounts Receivable)	8.20
	<u>\$ 3185.70</u>

In addition to my sealing duties, I have made numerous reweighing of prepackaged commodities, checked for correct unit pricing and serviced all consumer complaints, including short measure of produce and numerous short measure of gasoline and diesel fuel.

Respectfully submitted,



John Hansen,  
Sealer of Weights & Measures

jh/rs



## CANINE .....

Some of the functions of the K-9 Department are to investigate all types of animal complaints or to refer residents to the proper authorities.

We have an excellent adoption program, and only have dogs "euthanized" by local veterinarians if they are vicious or seriously ill. The fees to adopt are \$3.00 plus a \$20.00 sterilization deposit to have the animal spayed or neutered in a sixty (60) day period or if a young puppy then a six (6) month period. This is all handled under State law. Our adoption fees are low, because the adoptee must privately get proper shots for the animals.

The Town Clerk handles licensing fees, which are explained on the license application. Licenses are to be renewed by April 1st of every year.

All kennels, pet stores of any type, carnivals with live animals are inspected by the Animal Inspector of the K-9 Dept.

"Exotic illegal animals" or serious wildlife problems are turned over to the State Environmental Police, who work with the K-9 Dept. to solve some of these problems. We also direct people with exotic pets to get the proper permits.

All citation money is usually collected at the Town Hall by the Parking Clerk, our citation fines are \$25.00 for each offense. Criminal complaint fees are handled at the Lynn District Court, then turned over to the Treasurer and put in the general fund. All rents collected at Saugus K-9 are also turned over to the general fund.

Saugus K-9 Officers handle criminal and noncriminal complaints. We pick-up or remove all dead animals from the streets of Saugus. Normally, we do not remove them from private property, but there are some exceptions. We do not remove from shopping centers, private businesses or trailer parks. As of February 1991, due to Town Counsel's legal opinion, we no longer handle sick or injured wildlife on private property.

The K-9 Department has public hearings for animal complaints, such as restraining orders, removal or euthanasia. All stray dogs are picked-up by the K-9 Department. Administration fees are \$20.00 and \$3.00 per day board. If the animal is not claimed within ten (10) days, then it may be put up for adoption. The adoption program has saved the Town money, plus it is a wonderful success and has given our shelter a good reputation.

## **REPORT OF INSPECTIONAL SERVICES**

### **COMPARISON OF CALENDAR YEARS**

**1991-1992**

Town of Saugus  
Municipal Data  
1991-1992

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Canine Income .....	Page 16

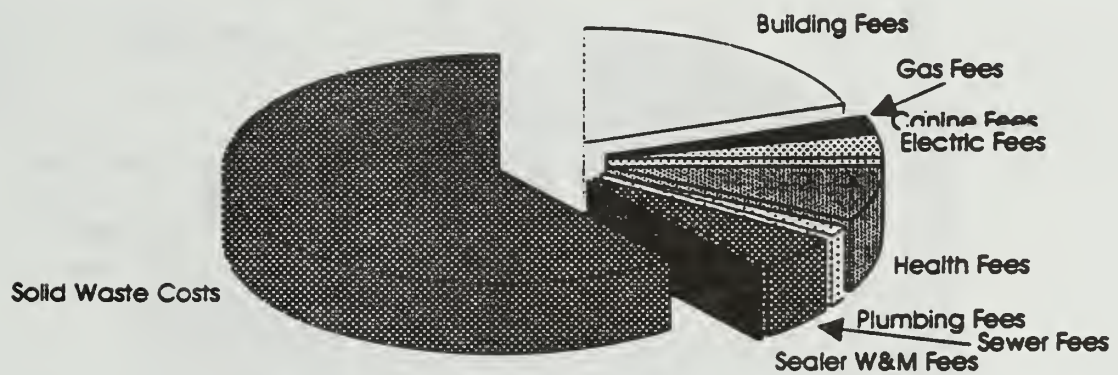
## 1991 &amp; 1992 Fee Income and Costs

Fee Type*	1991	1992	% Difference
Solid Waste (tons)	15,381	12,674	-21%
Solid Waste Costs	\$353,931	\$298,995	-18%
Building	\$115,477	\$176,497	35%
Health	\$47,469	\$52,426	9%
Plumbing	\$8,620	\$10,773	20%
Gas	\$6,534	\$6,976	6%
Sewer	\$28,873	\$81,662	65%
Electric	\$19,613	\$23,162	15%
Canine	\$3,473	\$3,584	3%
Trailer	\$23,300	\$6,300	-270%
Sealer W&M	\$2,678	\$3,046	12%

\* - All items are fees except where indicated by "Cost" or weight measure

## Income & Expenditures - 1991

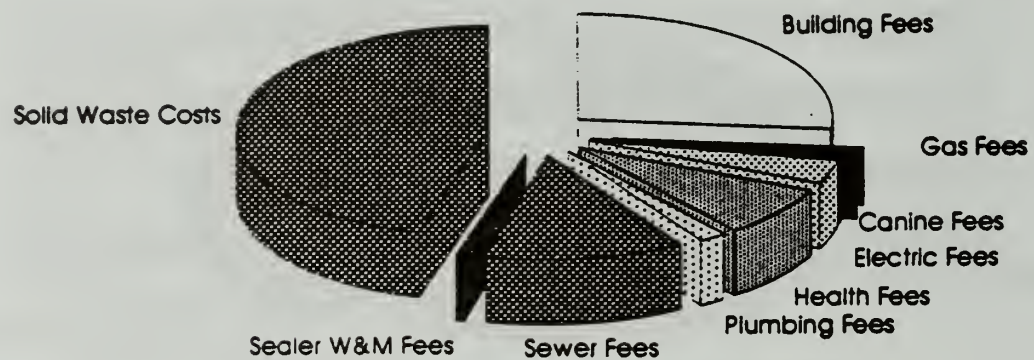
### Inspectional Services

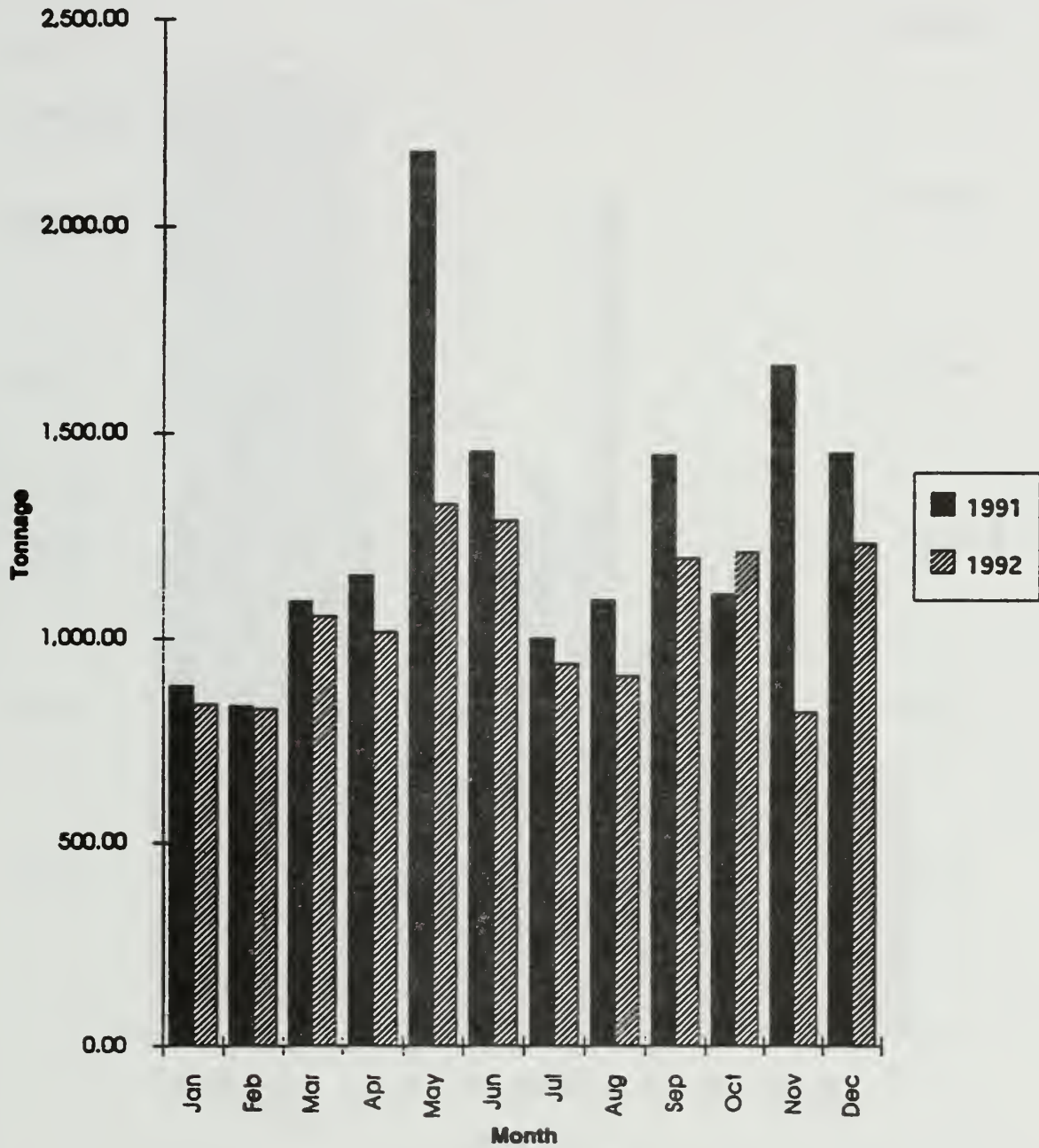


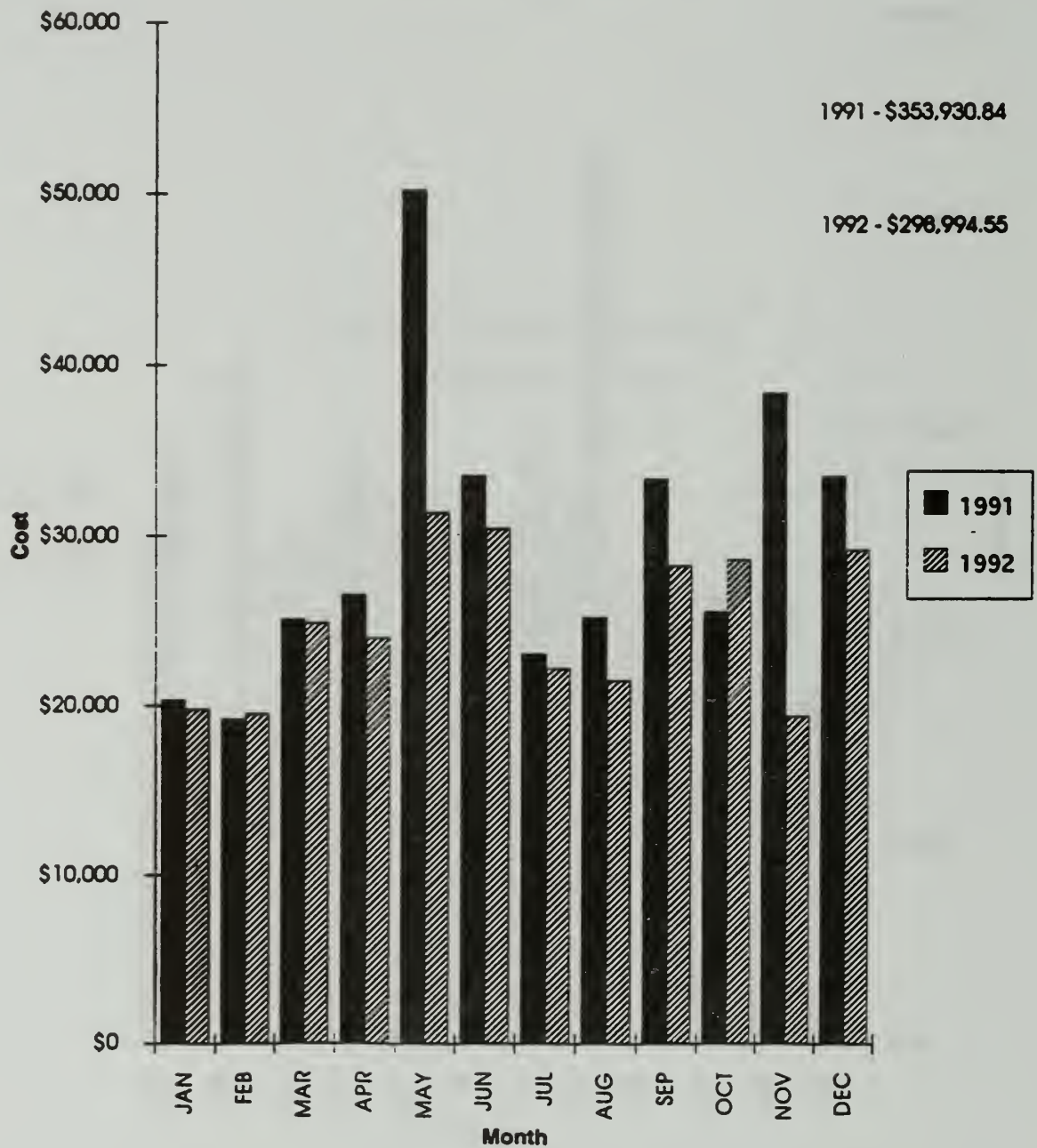


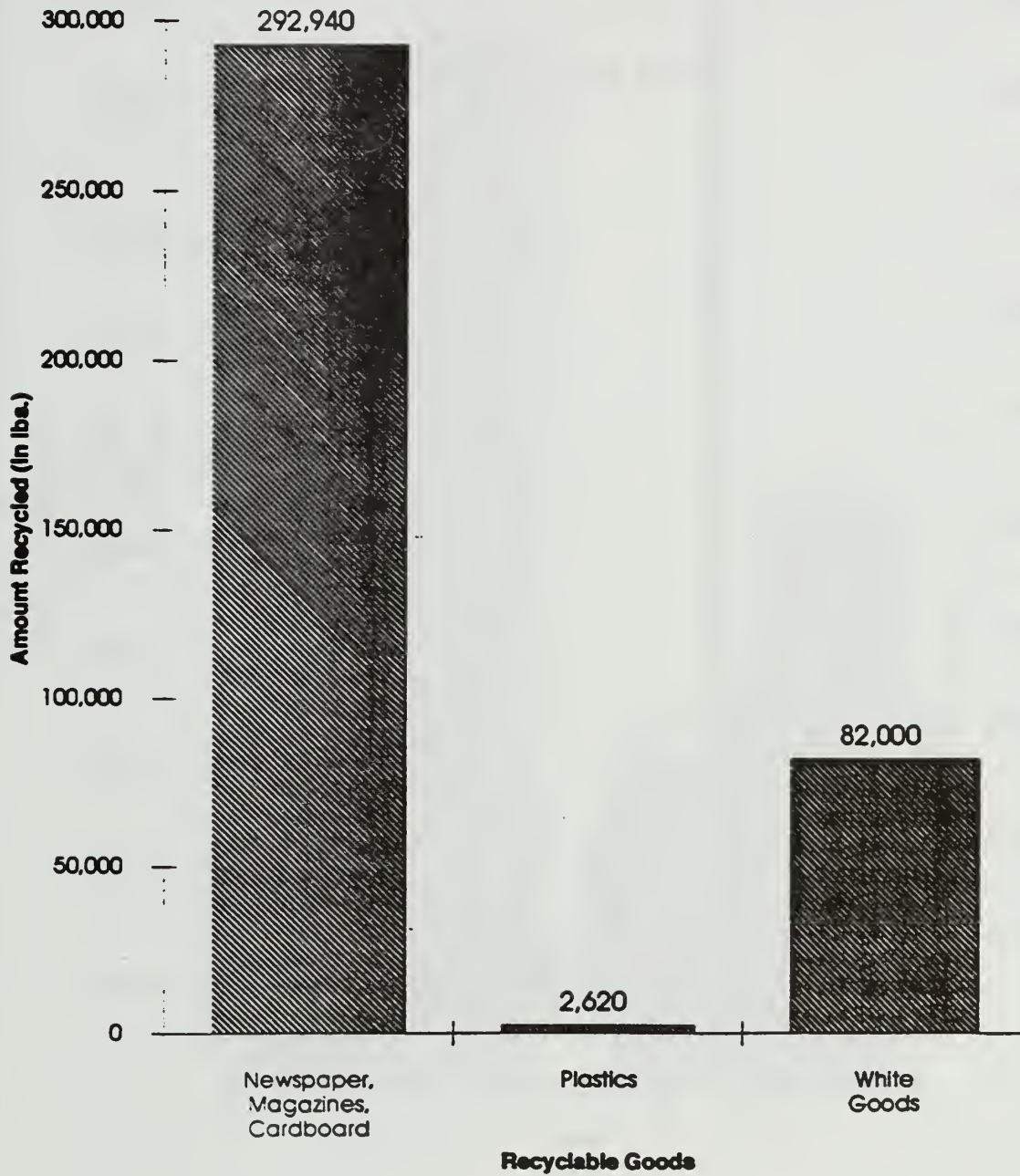
### Income & Expenditures - 1992

#### Inspectional Services



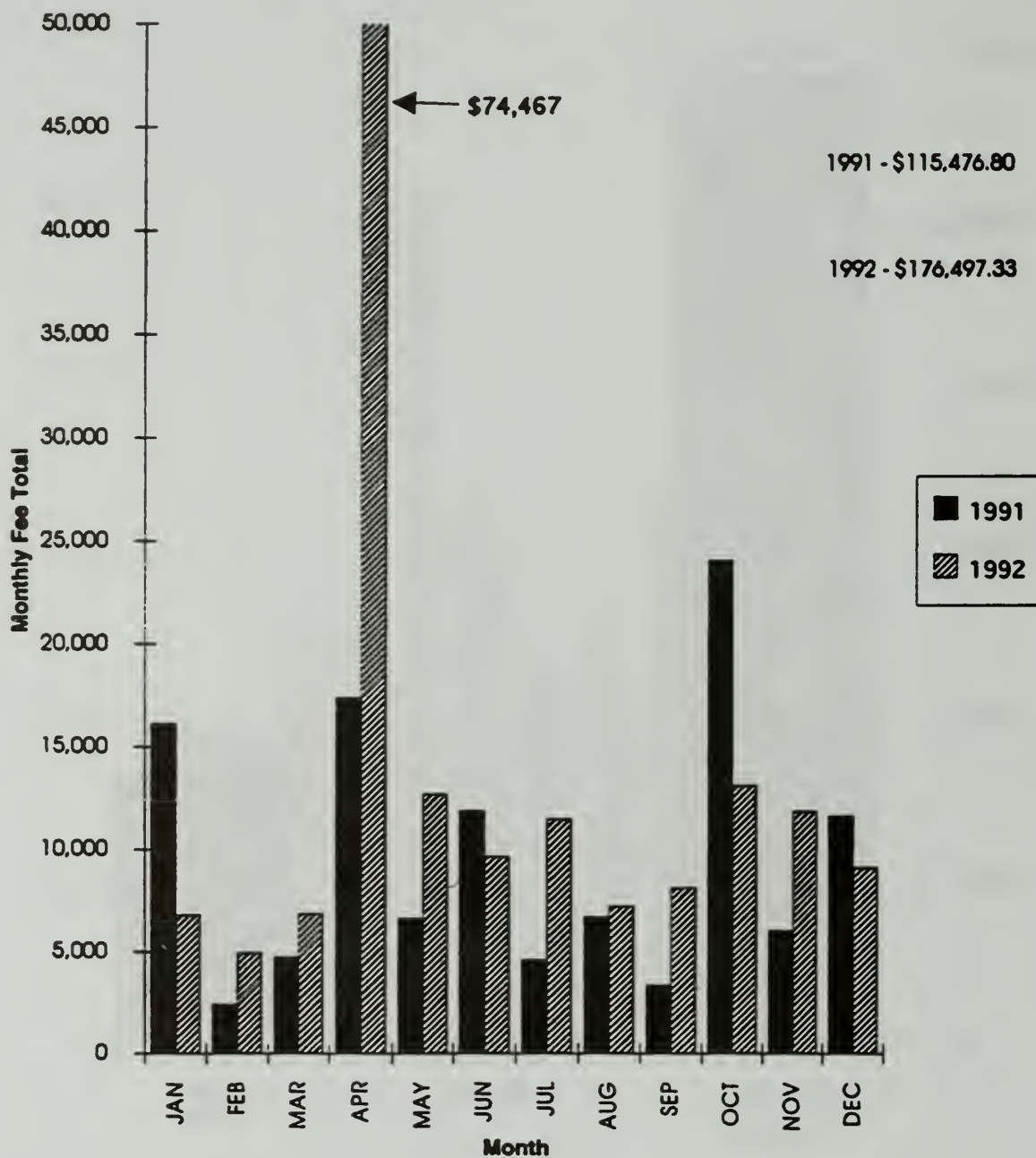
**Solid Waste (in tons)**

**Solid Waste Costs**

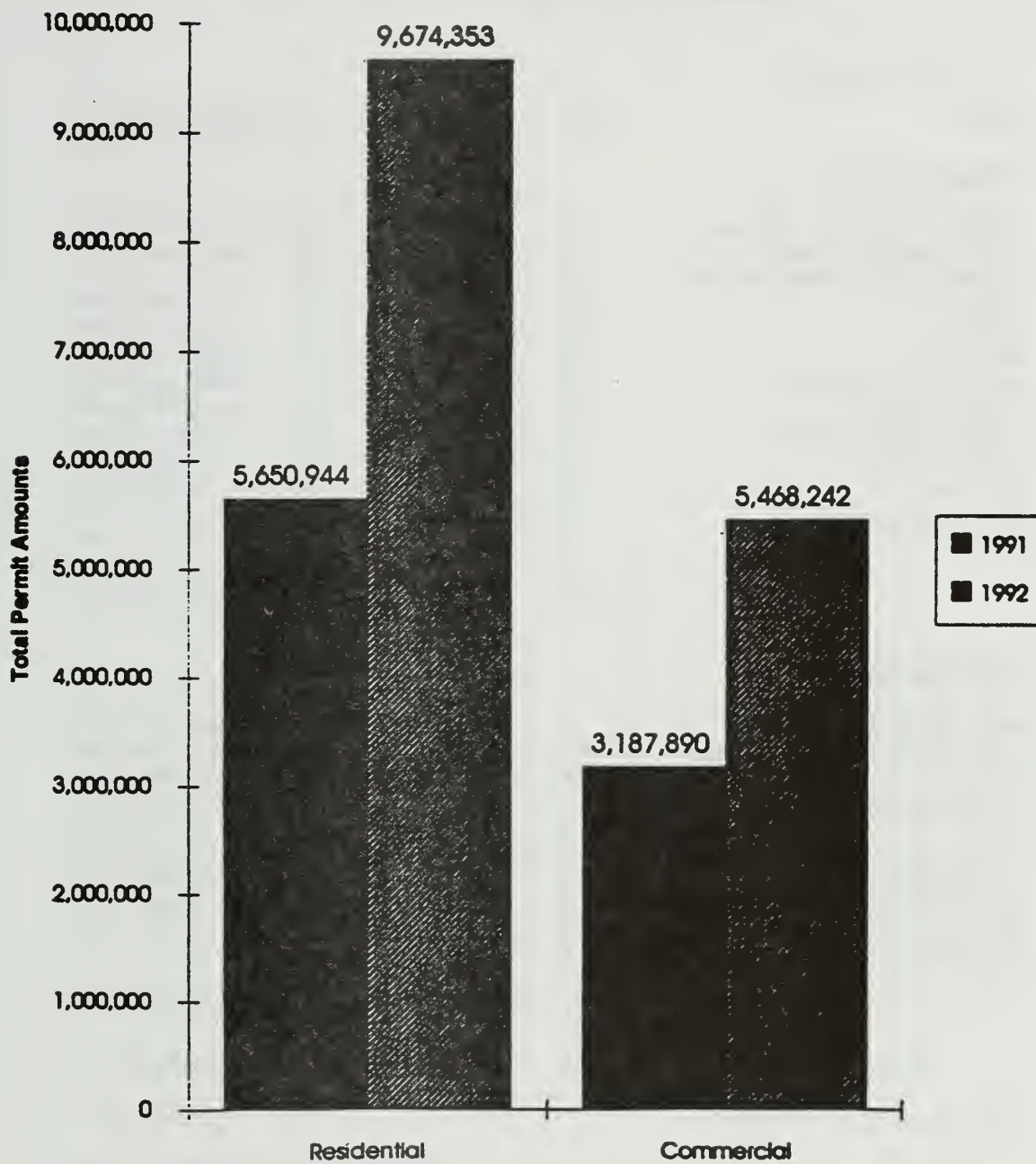
**Recycling Program - 1992**



### Building Fees





**Residential/Commercial Building Permits**

1991  
TOTAL PERMITS---BUILDING DEPARTMENT

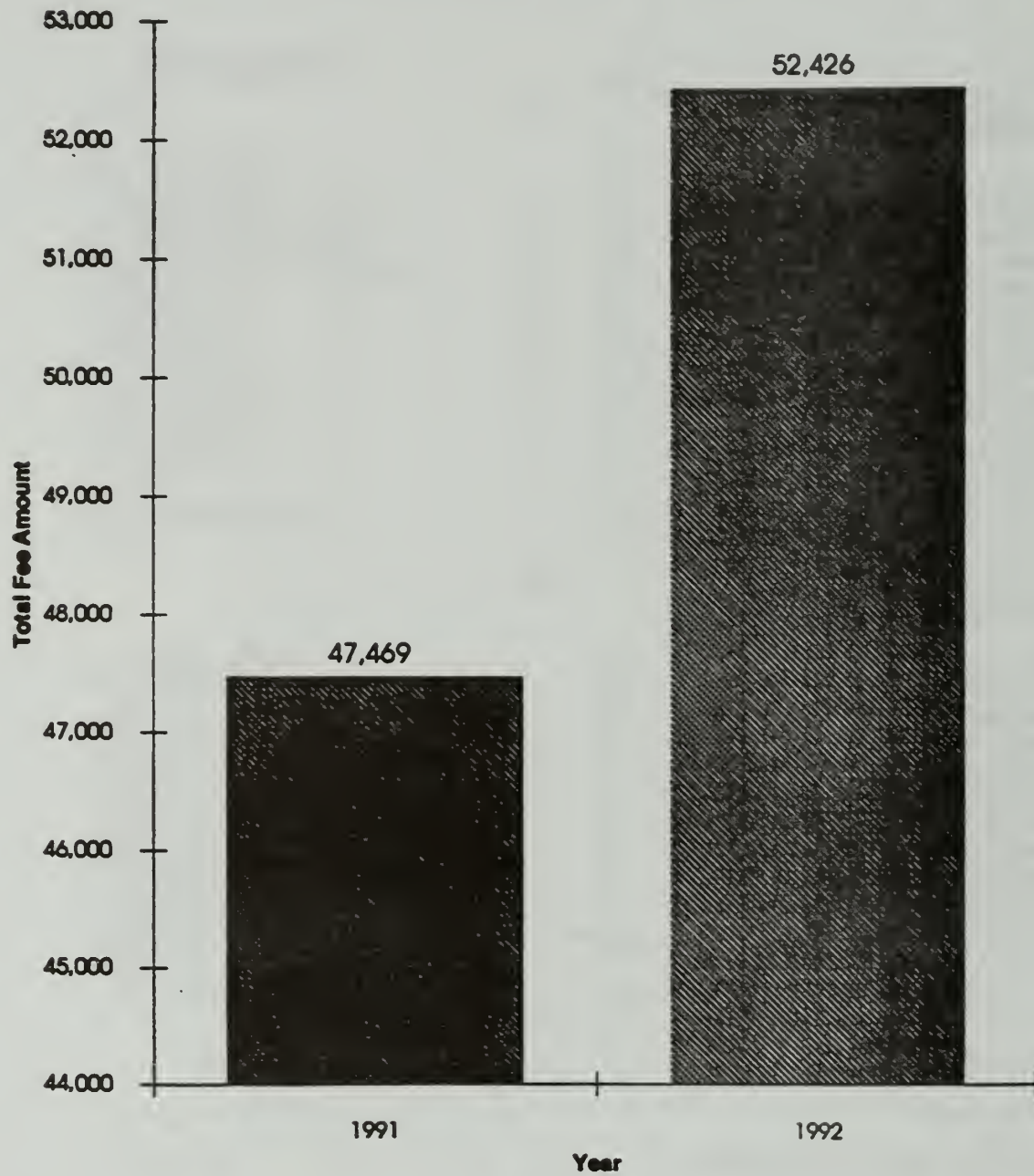
<u>TYPE</u>	<u>NO.</u>	<u>ESTIMATED COST</u>
<u>Residential:</u>		
Single Family Homes	28	\$ 2,548,500.00
Two Family Homes	1	\$ 100,000.00
Alterations/Additions	187	\$ 2,197,683.00
Sheds	14	\$ 19,886.38
Pools	32	\$ 132,572.00
Garages	15	\$ 112,500.00
Roofing/Siding	109	\$ 441,358.00
Wood Stoves	9	\$ 11,500.00
Retaining Walls	5	\$ 21,265.00
Demolitions	8	\$ 8,880.00
Fences	2	\$ 6,000.00
Fireplace	1	\$ 800.00
Barn	1	\$ 50,000.00
	<u>412</u>	<u>\$ 5,650,944.38</u>
<u>Non-Residential:</u>		
New Construction	9	\$ 1,144,800.00
Alterations/Additions	43	\$ 1,165,635.00
Signs	45	\$ 156,495.00
Roofing/Siding	8	\$ 705,035.00
Tent	2	\$ 3,945.00
Batting Cages	1	\$ 980.00
Demolitions	2	\$ 5,500.00
Retaining Wall	1	\$ 1,000.00
Sheds	2	\$ 3,700.00
Flag Pole	1	\$ 800.00
	<u>114</u>	<u>\$ 3,187,890.00</u>
TOTAL	526	\$ 8,838,834.38
Trailer Fee's Collected		\$ 22,400.00

1992  
TOTAL PERMITS---BUILDING DEPARTMENT

<u>TYPE</u>	<u>NO.</u>	<u>ESTIMATED COST</u>
<u>Residential:</u>		
Single Family Homes	66	\$ 7,291,876.00
Two Family Homes	1	\$ 124,000.00
Alterations/Additions	190	\$ 1,581,276.39
Sheds	13	\$ 18,107.00
Garages	8	\$ 83,100.00
Pools	31	\$ 97,950.00
Wood Stoves	10	\$ 9,292.79
Roofing/Siding	108	\$ 427,021.00
Demolitions	10	\$ 21,450.00
Fences	9	\$ 11,980.00
Ramp	1	\$ 1,800.00
Wall	1	\$ 6,500.00
	<u>449</u>	<u>\$ 9,674,353.18</u>
<u>Non-Residential:</u>		
New Construction	2	\$ 4,150,000.00
Alterations/Additions	37	\$ 1,052,950.00
Signs	46	\$ 100,792.00
Roofing/Siding	7	\$ 34,300.00
Garage	1	\$ 21,700.00
Demolitions	4	\$ 25,500.00
Tents	2	\$ 41,500.00
Awning/Canopy	2	\$ 17,500.00
Satellite Dish	2	\$ 4,000.00
Concrete Hut	1	\$ 20,000.00
	<u>104</u>	<u>\$ 5,468,242.00</u>
<b>TOTAL</b>	<b>553</b>	<b>\$ 15,152,595.18</b>

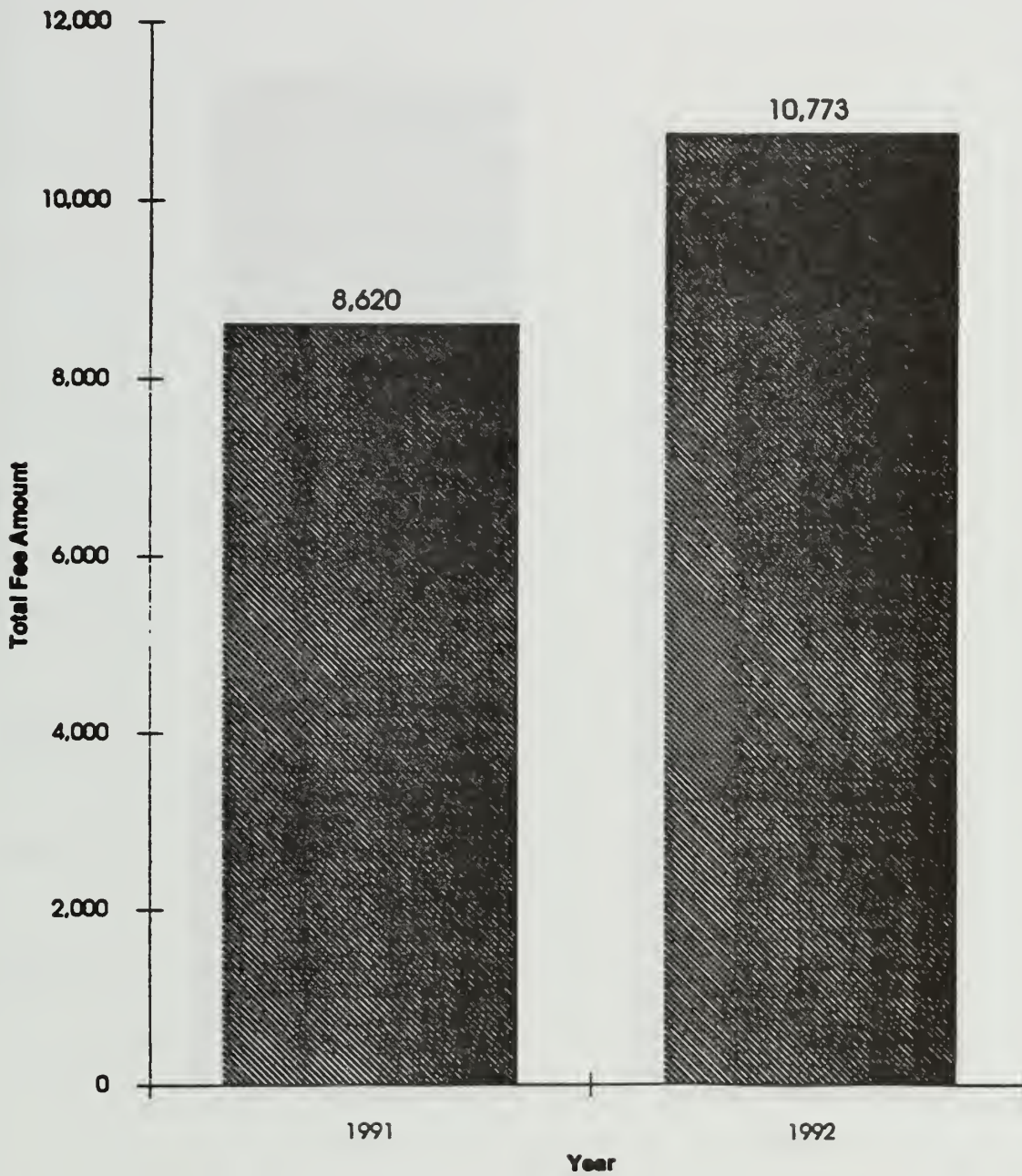
Trailer Fee's Collected	\$ 6,300.00
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### Health Fees

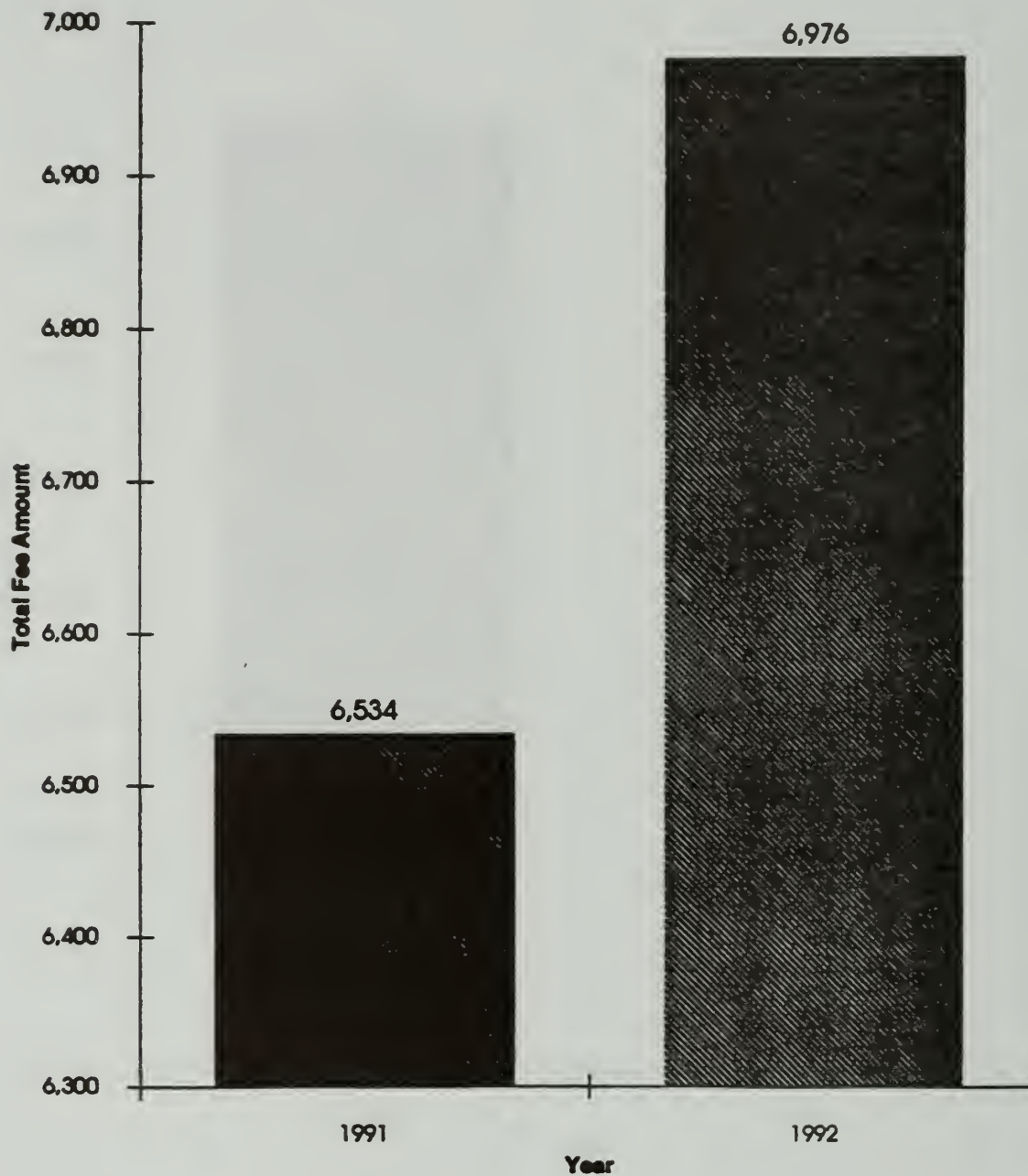


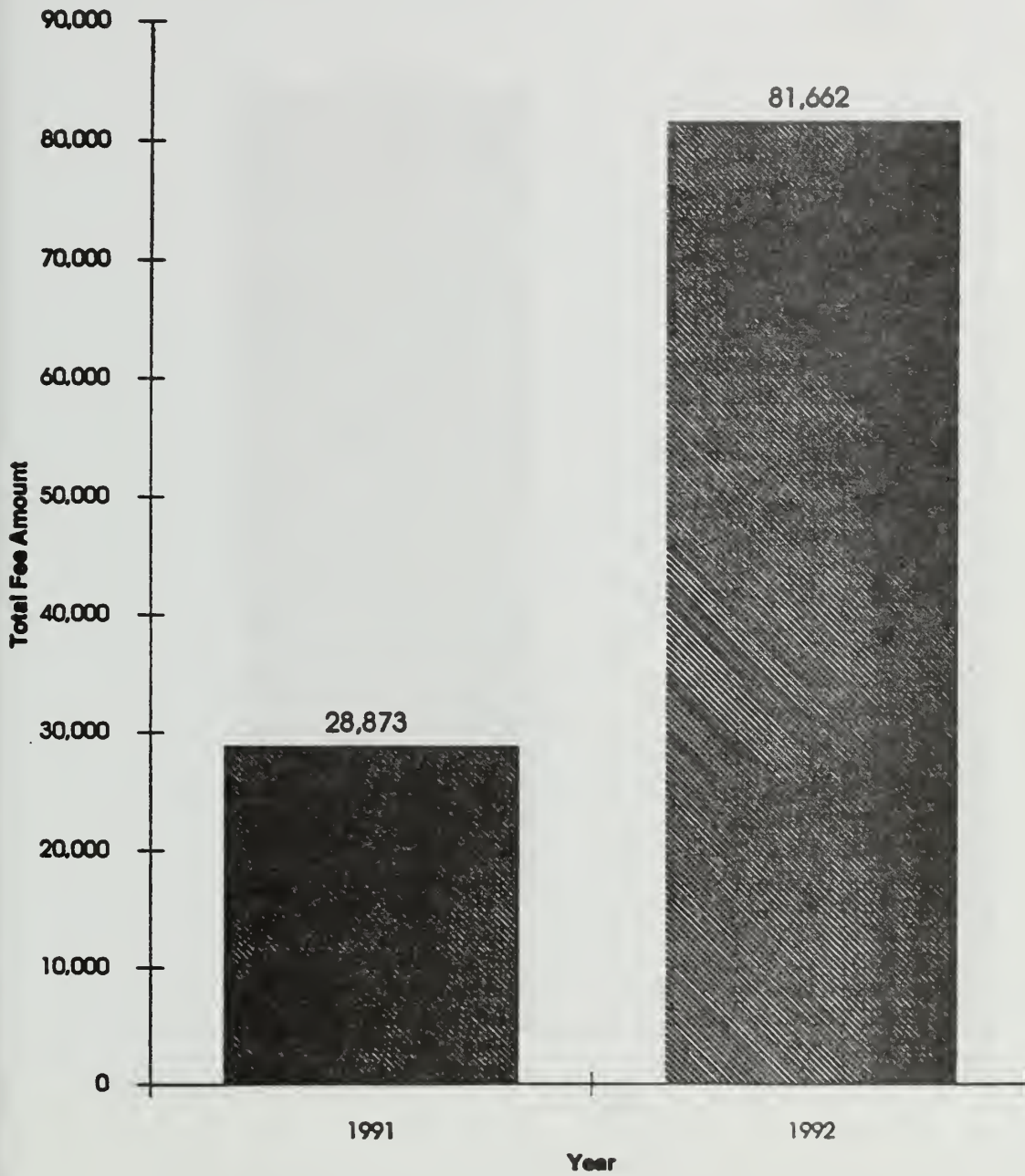


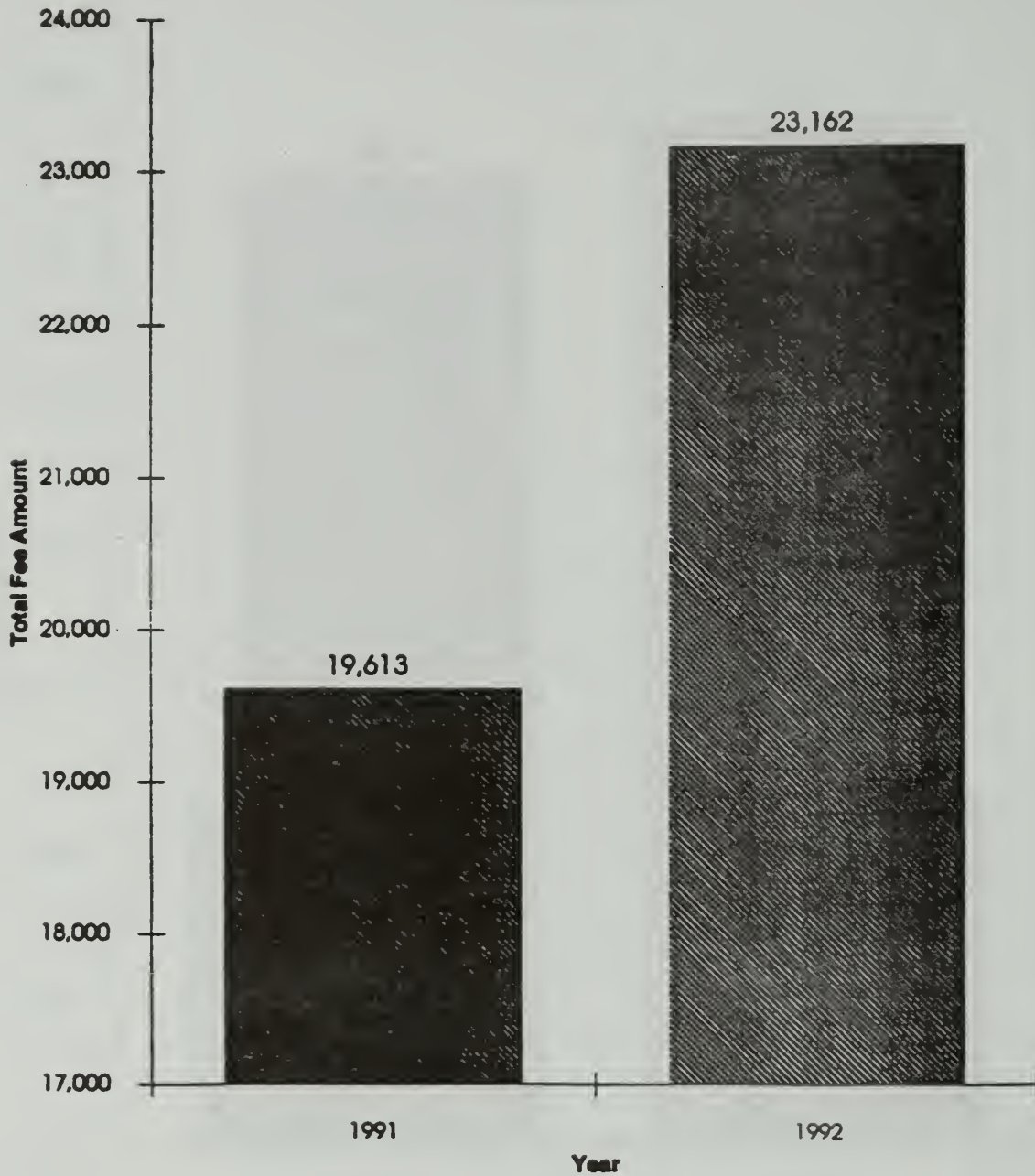
### Plumbing Fees





**Gas Fees**

**Sewer Fees**

**Electric Fees**

SAUGUS PUBLIC LIBRARY



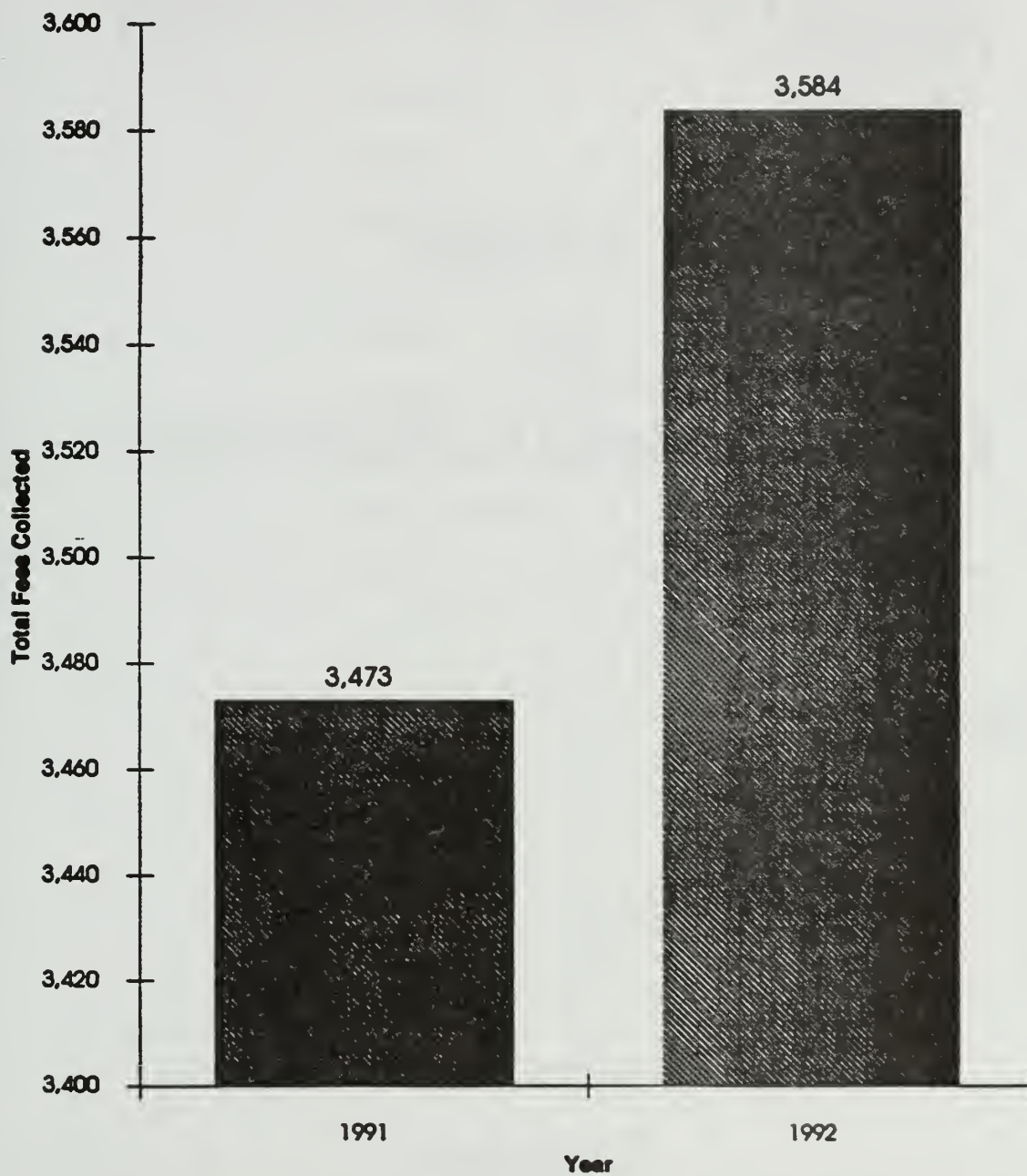
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1992 Annual Town Report

This edition must be returned  
to the Town Hall.





**Canine Income**



# TOWN OF SAUGUS

## A GUIDE TO INSPECTIONAL SERVICES

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- BUILDING
  - CANINE
    - ELECTRICAL
      - GAS
        - HEALTH
          - PLUMBING
            - WEIGHTS & MEASURES

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1. BUILDING
2. HEALTH
3. PLUMBING & GAS
4. ELECTRICAL
5. CANINE
6. WEIGHTS & MEASURES
7. ACCEPTABLE FILL REGULATIONS
8. SEWER PERMIT

This guide was formed to explain and simplify the process of obtaining a permit from the Inspectional Services Office. Included in this guide are sample permit applications for your review.

The purpose of inspectors and inspections is to ensure all work is properly installed, and to protect the safety of the public. An important element behind the success of any code, bylaw or regulation is the establishment of a workable relationship between the Inspectional Services Department and the community groups we serve, such groups would include homeowners, developers, planners and designers plus construction industry representatives.

This relationship serves as a means of not only enforcing the many codes but also enables the Inspectional Services Department to remain responsive to the community's need for the various inspections that are required on a regular basis.

This guide was prepared to provide a better understanding of the permitting process.

It is our sincere hope that you take advantage of this booklet to guide you through the permitting process.



## BUILDING

When permit is required: It shall be unlawful to construct, reconstruct, alter, repair, remove or demolish a structure; or to change the use or occupancy of a building or structure; or to install or alter any equipment for which provision is made or the installation of which is regulated by the State Building Code without first filing a written application with the building official and obtaining the required permit therefor.

If the applicant is refused issuance of a building permit because of dimensional requirements, he can appeal that decision of the building official to the Board of Appeals.

If a permit is denied for structural reason, he can apply to the Board of Building Regulations and Standards.

Inspections are performed by the building inspector, who checks each major phase of construction and makes certain that the work conforms to the building code, the building permit and the approved building plans.

Normally a time frame of from twenty-four (24) to forty-eight (48) hours advance notice is required for an inspection and the inspector must be able to see part of the construction. Should an inspector find that some or any part of the work does not conform to the approved plans, the inspector will advise what should be done to remedy the situation. Another inspection may be necessary before the work can be resumed. If the work continues without resolving the problem, applicants can be subject to legal action.

Applicants are also required to post their building permit in a window or other prominent place on the site, keep a copy of the building plan at the site and bring any proposed changes to the attention of the inspector as soon as possible. These changes will require review and approval in the same manner as the original building permit prior to performing the work.



Building/Booklet  
Page two

Facts about Demolition:

Before any building is demolished, either in part or in whole, the applicant is required by the building code to apply for a demolition permit from the building inspector.

The process for obtaining one is similar to that for a building permit.

New Construction:

A. Submit seven (7) copies of a proposed plot plan, completed foundation and building applications, sewer/septic permit, and two (2) complete building plans stamped by the Fire Dept. for smoke alarm detectors for residential and three (3) complete plans for commercial.

B. Proposed plot plans to be date stamped by this office and circulated to various departments for their review.

C. After two (2) weeks waiting period, foundation permit is given if all departments have approved plans. After tar and insulation are applied to the foundation, an inspection is required before backfilling.

D. At this point, a certified plot plan and survey record form is required for the issuance of a building permit showing exact location of foundation, sewer, water, gas and any other utilities. One set of building plans are kept by this office for a permanent record and the other set is stamped approved by the building inspector and returned to the owner.

Additions and Accessory Structures (sheds, pools, etc.):

A. Submit a plot plan drawn by a surveyor showing the location of the addition or accessory structure.

B. Submit two (2) sets of construction drawings after review by the building inspector and conservation commission, a building permit is then issued.

Special Permit:

Pre-existing nonconforming structures or uses may be extended or altered by a special permit from the Board of Appeals.

Building/Booklet  
Page three

Variances:

A variance may be required from the Board of Appeals if the structure does not meet the dimensional and density requirements of the zoning bylaws.

Roofing, Siding, & Wood Stoves:

- A. Fill out application and receive building permit.
- B. After installation of wood stove is complete, but before use, the Fire Department must inspect and approve the wood stove. The building inspector will then approve use.

Signs:

Permits are required for new signs or renovations to an existing sign. The zoning bylaws of the Town of Saugus contains the sign bylaw.

- A. Submit a building application, a photo and a drawing of the proposed sign or renovations to an existing sign. A plot plan is required if the sign is to be free standing.

Demolition:

- A. Submit a building application and pictures of the structure to be demolished. All demolition applications must be approved by the Historical Commission. All State laws must be followed.

**TOWN OF SAUGUS**  
**APPLICATION FOR PERMIT TO BUILD OR ALTER**

**THIS APPLICATION MUST BE PRINTED**

Permit No. \_\_\_\_\_  
 FEE \$ \_\_\_\_\_  
 Date Filed \_\_\_\_\_  
 Date Issued \_\_\_\_\_

**Owners Name** \_\_\_\_\_ **Address** \_\_\_\_\_  
                                 **City/Town** \_\_\_\_\_ **Phone** \_\_\_\_\_  
**Architects/Engineers Name** \_\_\_\_\_ **Address** \_\_\_\_\_  
                                 **City/Town** \_\_\_\_\_ **Phone** \_\_\_\_\_  
**Builders Name** \_\_\_\_\_ **Address** \_\_\_\_\_  
                                 **City/Town** \_\_\_\_\_ **Phone** \_\_\_\_\_  
**Licenses:**   **Improvement #** \_\_\_\_\_ **Construction Superv.#** \_\_\_\_\_

Location of performed work

Map	Block	Lot	Zoning	Lot	Plan
-----	-------	-----	--------	-----	------

Purpose of Building Permit	Height
----------------------------	--------

How near lot lines: Right \_\_\_\_\_ Left \_\_\_\_\_ Rear \_\_\_\_\_ Street \_\_\_\_\_

Size of new construction	Method of heating	fuel
1-4 units	central	gas
5-9 units	central	gas
10-19 units	central	gas
20-49 units	central	gas
50-99 units	central	gas
100-499 units	central	gas
500-999 units	central	gas
1000-4999 units	central	gas
5000-9999 units	central	gas
10000-49999 units	central	gas
50000-99999 units	central	gas
100000-499999 units	central	gas
500000-999999 units	central	gas
1000000-4999999 units	central	gas
5000000-9999999 units	central	gas
10000000-49999999 units	central	gas
50000000-99999999 units	central	gas
100000000-499999999 units	central	gas
500000000-999999999 units	central	gas
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100000000000000000000000000000000-4999999		

Estimated cost of completed work \$

Is building in Flood Plain? \_\_\_\_\_ Wetlands? \_\_\_\_\_

## RESIDENCES

No. of families \_\_\_\_\_ No. of stories \_\_\_\_\_ Height \_\_\_\_\_  
Garage under \_\_\_\_\_ Attached \_\_\_\_\_ Modular \_\_\_\_\_ Stick built \_\_\_\_\_  
Water/Sewer permit \_\_\_\_\_

## PUBLIC, COMMERCIAL AND INDUSTRIAL BUILDINGS

Structural system, describe \_\_\_\_\_ Height \_\_\_\_\_

Live floor load \_\_\_\_\_ lbs. sq. ft. Combined roof load \_\_\_\_\_ lbs. sq. ft.

Foundations \_\_\_\_\_ min depth. Bearing capacity of soil \_\_\_\_\_ Actual load \_\_\_\_\_ sq. ft. Floor area \_\_\_\_\_ sq. ft. Sprinkler System? \_\_\_\_\_

Truss floor/roof? \_\_\_\_\_ Exterior & Fire Walls, thickness: 1st floor \_\_\_\_\_ 2nd floor \_\_\_\_\_ 3rd floor \_\_\_\_\_

## ROOFING, SIDING & POOLS

Roofing: No. of layers \_\_\_\_\_ Material to be applied \_\_\_\_\_  
Siding: Present siding: wood? \_\_\_\_\_ vinyl? \_\_\_\_\_ asbestos? \_\_\_\_\_  
Pools: In-ground \_\_\_\_\_ Above ground \_\_\_\_\_ Gunitite \_\_\_\_\_ Vinyl \_\_\_\_\_  
Cement \_\_\_\_\_ Type & height of fencing \_\_\_\_\_

**OVER**

**SIGNS & DEMOLITION**

Signs: Wall \_\_\_\_\_ Free-standing \_\_\_\_\_ Existing \_\_\_\_\_  
 Demolition: Bonded? \_\_\_\_\_ Name of Company \_\_\_\_\_  
 Class of Construction \_\_\_\_\_ Police Detail? \_\_\_\_\_

**NO WORK TO BE STARTED UNTIL PERMIT CARD IS IN YOUR POSSESSION AND AND IS DISPLAYED.**

**NOTE:** Plot plan, to scale, indicating location of buildings and their dimensions and also showing front, side and rear yard dimensions shall accompany this application.

Applicant agrees to give the Building Inspector 24 hours notice prior to insulating. The applicant signifies that he is aware of and will comply with all requirements of the law.

\_\_\_\_\_  
 Signature of Applicant

**FOR OFFICE USE ONLY**

BUILDING INSPECTOR	DATE	DEPARTMENTS	DATE	BOARD OF APPEALS	DATE
Excavation		Law		Hearing	
Foundation		Selectmen		Findings	
Rough Inspection		Conservation		Recorded at Registry	
Cert. Plot Plan		DPW			
Cert. of Occup.		Town Engineer			
		Fire			
		Planning Board			
		Health			
		Historical			



## HEALTH

As authorized by Massachusetts General Laws, the Board of Health, which consists of five members, adopts health policies, enforces all laws and regulations and sets fees.

Boards of Health appoint a Health Agent to act for them in cases of emergencies or if they cannot conveniently assemble, and any such Agent shall have all the authority which the Board appointing him has. An Agent appointed to make sanitary inspections may make complaint of violations of any law, ordinance or by-law relative to the public health, Boards of Health may make reasonable health regulations.

The Board of Health's main obligation is to protect the health interests of the citizens within the jurisdiction they serve, the list of regulations and by-laws the Board of Health enforces has grown at a rapid pace as we learn of the health effects our daily environment can have on us. Today's public health officials must be educated in the scientific and technical data they receive on a daily basis.

Included in this booklet, is a list of the majority of permits the Board of Health distributes and their associated costs. Also, for your use are some of the more common permit applications the Board of Health requires to be filled out.

The Board of Health is dedicated to protect and educate the public on all environmental and health issues. They are increasing the public awareness through seminars and clinics that are scheduled on a regular basis.

Please use these forms as your guide and call the Inspectional Services Office if you have any questions.



## LEGAL NOTICE

**TOWN OF SAUGUS  
INSPECTIONAL SERVICES DEPARTMENT  
SAUGUS, MASSACHUSETTS 01906**

As authorized by Chapter 111, Section 31, Mass General Laws the Saugus Board of Health has adopted its meeting of June 25, 1991, a new fee schedule, this fee schedule shall become effective upon publication.

PERMIT	ACTION
Milk	\$ 10.00
Frozen Desserts	60.00
Methyl Wood Alcohol	10.00
Swimming Pool, Semi-Public (yearly & seasonal)	100.00
Funeral Director License	100.00
Restaurant Permits	100.00 per year 1.00 per seat
Retail Food Stores	<10,000 s.q. ft. 100.00 >10,000 s.q. ft. 200.00
Bakery	100.00
Keeping of Livestock	25.00 & 1.00 per animal
Stables (Horses)	25.00 & & 5.00 per animal
Butcher Waste	50.00
Wastes	100.00
Portable Toilets	2.00 per toilet per day
Installation of Sewage System	50.00
Install Disposal Works Const.	100.00
Septic System Plan Review	100.00
Percolation Test	50.00
Repair & Maint. Septic System	25.00
Catering Establishment	75.00
Mobile Food Service	50.00 per truck
Catering Meals	15.00 per funct.
Bottling of Non- Alcoholic Soda Water	25.00
Transportation of Garbage	50.00

Pump and Transportation of Night Soil	100.00
Transitory Gatherings Carnivals, Fairs	50.00 per day
Possess Needle, Syringe	50.00
Burial Permit	10.00
Tanning Establishments	250.00
Health Clubs	250.00
Lead Paint Inspection	50.00
Reinspect	25.00
Per Room	10.00
Exterior	
Single	25.00
MultiFamily	25.00
Commercial	25.00
Asbestos Abatement Permit	50.00
Nursing, Rest Homes	50.00
Plan Review for Restaurant	25.00
Food Stores	
Penalties: Food Establishment	1.00 per day
Permits - 2 week grace period	late fee
after expiration date	thereafter - 50.00
Reinspection Fee	
One reinspection allowed	
free of charge per semi- annual inspection	
Dumpster Permits	5.00 per dumpster
Fill Permits	50.00 per year
Recreational Permits (Camps)	45.00
Shucking Clams	50.00
Dumps (Private)	200.000
Drain Layers	50.00
Certificate of Occupancy	25.00
Ice Cream Permit	10.00
Motels	100.00/5.00 per unit
Function Halls	200.00

Richard R. MacDonald  
Inspectional Services Coordinator

SA: 7/3/91

## THE COMMONWEALTH OF MASSACHUSETTS

TOWN OR CITY OF \_\_\_\_\_

## Application for Permit to Operate a Food Establishment

Date \_\_\_\_\_

Name of Establishment \_\_\_\_\_

Business Address \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

Name &amp; Title of Applicant \_\_\_\_\_

Address of Applicant \_\_\_\_\_

Name of Owner (if different from applicant) \_\_\_\_\_

If corporation or partnership, give name, title &amp; home address of officers or partners.

NameTitleHome AddressState of \_\_\_\_\_ Name & Address  
Incorporation \_\_\_\_\_ of Local Agent \_\_\_\_\_

Emergency Response Person: Name \_\_\_\_\_ Home Phone \_\_\_\_\_

Type of Establishment	Fee	Duration of Permit	Amount To Be Paid
Retail Food	_____	Annual <input type="checkbox"/>	_____
Milk	_____		_____
Food Service	_____		_____
Ice Cream	_____		_____
Caterer	_____	Temporary <input type="checkbox"/>	_____
Froz. Dessrt	_____		_____
Mobile Food*	_____		_____
Bakery	_____	Seasonal <input type="checkbox"/>	_____
Residential	_____		_____

TOTAL: \_\_\_\_\_

Dates of Operation if not Annual: \_\_\_\_\_

PAYMENT IS DUE  
WITH  
APPLICATION

\* Applications for mobile food units or pushcarts must include a list of the handwash and toilet facilities available on each route. Attach separate sheet.

Additional Information

Water Source \_\_\_\_\_ Sewage Disposal \_\_\_\_\_

Days &amp; Hours of Operation \_\_\_\_\_

If Restaurant:

Number of Seats \_\_\_\_\_ Number of Non-Smoking Seats \_\_\_\_\_

Person Trained in Anti-Choking Procedures (if 25 seats or more). Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

Pursuant to M.G.L. Ch. 62C, sec. 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

\_\_\_\_\_  
Social Security Number or Federal Identification Number

\_\_\_\_\_  
Signature of Individual or Corporate Name

by \_\_\_\_\_  
Corporate Officer (if applicable)

\_\_\_\_\_  
**FOR BOARD OF HEALTH USE ONLY**

Date Received

Date Inspected

Approved By

Permit # Issued

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The Commonwealth of Massachusetts

\_\_\_\_\_ of \_\_\_\_\_

REGISTRATION FOR CATERING

In accordance with the provisions of Chapter 94, Section 305A and Chapter III, Section 5 of the General Laws.

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Business Address

Location of Building where Meal will be served:

\_\_\_\_\_  
Date: \_\_\_\_\_ Time: \_\_\_\_\_

Estimated Number of Meals to be Served \_\_\_\_\_

Proposed Menu \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BOARD OF HEALTH  
TOWN HALL  
SAUGUS, MA 01906

GENTLEMEN:

Application is hereby made for a license to keep within the Town of Saugus, under Article 10, Section 1, of the Rules and Regulations of the Board of Health of the Town of Saugus, the following animals:

(List animals and number of each kind.)

THE ANIMALS ARE KEPT ON THE PROPERTY AT \_\_\_\_\_  
NO. STREET

PLAN AND LOT NUMBER \_\_\_\_\_

THE ACCOMODATIONS FOR SAID ANIMALS ON THE PROPERTY WILL BE AS FOLLOWS:

(List type and approx. size of housing accomodations.)

I UNDERSTAND THAT IT MAY BE NECESSARY FOR ME TO APPEAR BEFORE THE BOARD OF HEALTH OF THE TOWN OF SAUGUS IF NOTIFIED TO DO SO BEFORE SAID LICENSE WILL BE GRANTED.

\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_  
Address

Report of Board of Health,  
Health Agent or Sanitarian  
(for Office use only)

PLEASE FILE WITH THE BOARD OF HEALTH TOGETHER WITH LICENSE FEE OF \$25.00, \$5.00 per horse, and \$1.00 per any other animal.



**We the undersigned, abutters and neighbors, do not object to**

Name

### Address

keeping \_\_\_\_\_ on his property.  
number and kind of animals

This image shows a single page of white paper with horizontal black ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines on each side of the central vertical fold. The paper appears to be from a notebook or a standard sheet of stationery.

**PLUMBING & GAS****WHAT IS PLUMBING -**

**Plumbing** - Includes the work and/or practice materials and fixtures used in the installation, removal, maintenance, extension and alteration of a plumbing system of all piping, fixtures, fixed appliances and appurtenances in connection with any of the following: Sanitary drainage, storm drainage facilities, special wastes, the venting system and the public or private water supply systems, within or adjacent to any building, structure or conveyance to their connection with any point of public disposal or other acceptable terminal within the property line.

**Plumbing System** - The plumbing system includes the water supply and distribution pipes, plumbing fixtures and traps, soil, waste and vent pipes, building sanitary and storm drains, including their respective connections, devices and appurtenances to their connection with any point of public disposal or other acceptable terminal within the property line.

- Plumber** - 1. Journeyman - licensed person by the State Board of Examiners, who can engage in the installaion of said plumbing and works by himself.  
2. Master - same as a journeyman, who has a place of business and who by himself, journeyman or apprentice in his employ performs plumbing work.

**Inspector** - Is the inspector of plumbing authorized by Chapter 142 of the General Laws to administer and enforce the provisions of the plumbing code as adopted or amended by the Board of State Examiners of Plumbers.

**Public** - Any plumbing work must be done by a licensed plumber, who in turn must file a permit to do such work as stated above at the Town Hall or City Hall wherever r issuance of permits are given. Public or private citizens cannot do their own plumbing unless licensed.

All above plumbing requirements are also needed for any type of gas work a licensed plumber can do gas piping etc. but not unless licensed.

A gas or plumbing permit taken out by a duly licensed person must activate such a job within thirty-six (36) hours subject to taking out such permit.



**MASSACHUSETTS UNIFORM APPLICATION FOR PERMIT TO DO PLUMBING**  
(Print or Type)

\_\_\_\_\_, Mass. Date \_\_\_\_\_ 19\_\_\_\_ Permit # \_\_\_\_\_

**Building Location** \_\_\_\_\_ **Owner's Name** \_\_\_\_\_

Type of Occupancy \_\_\_\_\_

New ☐ Renovation ☐ Replacement ☐ Plans Submitted: Yes ☐ No ☐

## FIXTURES

[illegible]

Installing Company Name \_\_\_\_\_

**Address** \_\_\_\_\_

Business Telephone \_\_\_\_\_

Name of Licensed Plumber \_\_\_\_\_

Check one: ☒ Certificate

☐ Corporation \_\_\_\_\_☐ Partnership \_\_\_\_\_☐ Firm/Co. \_\_\_\_\_

## INSURANCE COVERAGE:

**I have a current liability policy or its substantial equivalent which meets the requirements of MGL Ch. 142.**

Yes ☐ No ☐

If you have checked yes, please indicate the type coverage by checking the appropriate box.

**A liability insurance policy** ☐      **Other type of indemnity** ☐      **Bond** ☐

**OWNER'S INSURANCE WAIVER:** I am aware that the licensee does not have the insurance coverage required by Chapter 142 of the Mass. General Laws, and that my signature on this permit application waives this requirement.

**Check one:**

**Signature of Owner or Owner's Agent**

Owner ☐ Agent ☐

I hereby certify that all of the details and information I have submitted (or entered) in above application are true and accurate to the best of my knowledge and that all plumbing work and installations performed under the permit issued for this application will be in compliance with all pertinent provisions of the Massachusetts State Plumbing Code and Chapter 142 of the General Laws.

By \_\_\_\_\_

Title \_\_\_\_\_

City/Town \_\_\_\_\_

**APPROVED (OFFICE USE ONLY)**

**Signature of Licensed Plumber**

Type of License: Master ☐

Journeyman ☐

License Number \_\_\_\_\_

BELOW FOR OFFICE USE ONLY

FINAL INSPECTIONSSKETCHES

FEE \_\_\_\_\_

PROGRESS INSPECTIONS

NO. \_\_\_\_\_

APPLICATION FOR PERMIT TO DO PLUMBING

NAME &amp; TYPE OF BUILDING \_\_\_\_\_

LOCATION OF BUILDING \_\_\_\_\_

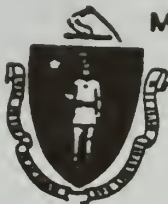
PLUMBER \_\_\_\_\_

PERMIT GRANTED \_\_\_\_\_

DATE \_\_\_\_\_ 19 \_\_\_\_\_

PLUMBING INSPECTOR \_\_\_\_\_



**MASSACHUSETTS UNIFORM APPLICATION FOR PERMIT TO DO GASFITTING**

(Print or Type)

\_\_\_\_\_, Mass. Date \_\_\_\_\_ 19\_\_\_\_ Permit # \_\_\_\_\_

Building Location \_\_\_\_\_ Owner's Name \_\_\_\_\_

Type of Occupancy \_\_\_\_\_

**New** 

Renovation ☐Replacement ☐Plans Submitted: Yes ☐ No ☐

G

[illegible]

Installing Company Name \_\_\_\_\_

Address \_\_\_\_\_

Business Telephone \_\_\_\_\_

Name of Licensed Plumber or Gas Fitter \_\_\_\_\_

Check one: ☒ Certificate

☐ Corporation \_\_\_\_\_☐ Partnership \_\_\_\_\_☐ Firm/Co. \_\_\_\_\_

## INSURANCE COVERAGE:

I have a current liability insurance policy or its substantial equivalent which meets the requirements of MGL Ch. 142.

Yes ☐ No ☐

If you have checked yes, please indicate the type coverage by checking the appropriate box.

A liability insurance policy ☐

Other type of indemnity ☐

Bond ☐

**OWNER'S INSURANCE WAIVER:** I am aware that the licensee does not have the insurance coverage required by Chapter 142 of the Mass. General Laws, and that my signature on this permit application waives this requirement.

Check one:

Owner ☐ Agent ☐

Signature of Owner or Owner's Agent

B/

Title \_\_\_\_\_

City/Town \_\_\_\_\_

**APPROVED (OFFICE USE ONLY)**

**Type of License:**

Plumber

## Gasfitter

Master

## Journeyman

**Signature of Licensed Plumber or Gas Fitter**

License Number \_\_\_\_\_



## BELOW FOR OFFICE USE ONLY

FINAL INSPECTIONSKETCHESPROGRESS INSPECTION

FEE \_\_\_\_\_

NO. \_\_\_\_\_

APPLICATION FOR PERMIT TO DO GASFITTING

\_\_\_\_\_

\_\_\_\_\_

NAME &amp; TYPE OF BUILDING \_\_\_\_\_

\_\_\_\_\_

LOCATION OF BUILDING \_\_\_\_\_

\_\_\_\_\_

PLUMBER OR GASFITTER \_\_\_\_\_

\_\_\_\_\_

LIC. NO. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PERMIT GRANTED \_\_\_\_\_

DATE \_\_\_\_\_, 19 \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

GAS INSPECTOR \_\_\_\_\_

1992  
NEW PLUMBING AND GAS PERMIT FEES

RESIDENTIAL - PLUMBING & GAS:

REMODELING WORK: \$ 8.00 per fixture  
Plus \$20.00 permit fee

WATER HEATER:  
(Existing) \$10.00 per fixture  
Plus \$20.00 permit fee

PLUMBING & GAS - NEW WORK \$ 8.00 per fixture  
Plus \$20.00 permit fee

WATER HEATERS: \$10.00 per  
Plus \$20.00 permit fee

BOILERS, ROOF, UNIT  
HEATERS, ETC. \$10.00 per  
Plus \$20.00 permit fee

COMMERCIAL - PLUMBING & GAS:

NEW: \$10.00 per fixture  
Plus \$75.00 permit fee

REMODELING WORK: \$10.00 per fixture  
Plus \$40.00 permit fee

PENALTIES: Permit fees shall be  
doubled when work has  
started without a permit.

REINSPECTION FEE: \$25.00

## ELECTRICAL

### Why an Electrical Permit -

All installations, repairs and maintenance of electrical wiring and electrical fixtures used for light, heat and power in buildings and structures subject to Mass State Electrical Code, and will require an electrical permit from the Town of Saugus.

The purpose of this code is the practical safeguarding of persons and property from hazards arising from the use of electricity. Upon taking an electrical permit, the local inspector will insure the installation is properly installed.

### How to Obtain an Electrical Permit

- Step 1. Obtain an electrical application at the Inspectional Services Office.
- Step 2. A Mass licensed electrician will fill out the application form with the complete scope of work to be done, the name and address of the owner, location of the property, the electrician's name, address, phone number, license number and submit a current copy of their liability insurance.
- Step 3. Pay the applicable permit fee.
- Step 4. The electrician will contact the electrical inspector to schedule the inspection of the property for rough wiring (if needed) and a final.

WIRING PERMIT FEESCOMMERCIAL - INDUSTRIAL AND MERCANTILE

NEW CONSTRUCTION: \$2.00 per thousand of  
the building cost.

MINIMUM FEE: \$ 25.00

NEW OUTLETS: 1-10 25.00

(Each additional 10 or fraction of) 15.00

FIXTURES: 1-10 25.00

(Each additional 10 or fraction of) 15.00

SWITCHES: 1-10 25.00

(Each additional 10 or fraction of) 15.00

GASOLINE PUMPS AND DISPENSERS 15.00

SIGN: 25.00

AIR CONDITIONER, 1 ton 20.00

(Each additional ton) 2.00 ea.

OTHER APPLIANCES AS SPECIFIED 15.00 ea.

Residential

100 AMP SERVICE 60.00

200 AMP SERVICE 80.00

400 AMP SERVICE 100.00

600 AMP SERVICE 150.00

800 AMP SERVICE 180.00

1000 AMP SERVICE 200.00

1200 AMP SERVICE 225.00

1500 AMP SERVICE 250.00

TEMPORARY SERVICE: 50.00

Each Additional Meter 20.00

Service Modification 30.00

Sub Panels 25.00

MOTORS:

One Horse Power or Fraction of 15.00

(Each additional Horsepower) 2.00 ea.

DEVICE OR APPLIANCE NOT LISTED:

First Kilowatts 15.00

(Each additional kilowatts up to 100) 2.00 ea.

Where work for which a permit is required by this code is started or proceeded with prior to obtaining said permit, the fee previously specified shall be TRIPLED, but the payment of such triple fee shall not relieve any person from fully complying with the requirements of the Code in the execution of the work nor from any other penalties prescribed herein.

WIRING PERMIT FEESRESIDENTIAL

<u>MINIMUM FEE:</u>	\$ 15.00
<u>REINSPECTION FEE</u>	20.00 per
(Failure to keep appointment or disapproval of wiring inspection)	call

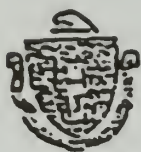
<u>NEW HOUSE - MODULAR</u>	85.00
----------------------------	-------

<u>NEW CONSTRUCTION</u>	\$1.50 per thousand of the building cost
-------------------------	--

<u>NEW OUTLETS:</u> 1-10	15.00
(Each additional 10 or fraction of)	10.00
<u>FIXTURES:</u> 1-10	15.00
(Each additional 10 or fraction of)	10.00
<u>SWITCHES:</u> 1-10	15.00
(Each additional 10 or fraction of)	10.00

ELECTRICAL HEAT	10.00
ELECTRICAL RANGE	5.00
OVEN	5.00
COUNTERTOP	5.00
ELECTRICAL HOT WATER	5.00
DISPOSAL	5.00
DISHWASHER	5.00
HEAT-LITE FAN	5.00
OIL BURNER	5.00
GAS BURNER	5.00
CLOTHES DRYER	5.00
ROOM AIR CONDITIONER	5.00
CENTRAL AIR CONDITIONER	25.00
ATTIC FAN	5.00
RECONNECTION OF APPLIANCES	5.00
GROUNDING ALUMINUM SIDING	20.00
REMOVE METER SOCKET FOR SIDING	20.00
SWIMMING POOLS (Above & Inground)	25.00
SMOKE ALARMS	15.00
FIRE/BURGLAR ALARM	20.00
NEW GARAGE	20.00
REWIRE OLD DWELLING (Each unit)	45.00
SERVICE CHANGE	25.00
EACH ADDITIONAL METER	15.00
SERVICE MODIFICATION	20.00
TEMPORARY SERVICE	25.00
SUB PANELS	15.00





# The Commonwealth of Massachusetts

Department of Public Safety

BOARD OF FIRE PREVENTION REGULATIONS 527 CMR 12.00

Office Use Only

Permit No. \_\_\_\_\_

Occupancy & Fee District \_\_\_\_\_

3/90

(Issue Date)

## APPLICATION FOR PERMIT TO PERFORM ELECTRICAL WORK

All work to be performed in accordance with the Massachusetts Electrical Code, 527 CMR 12.00

(PLEASE PRINT IN INK OR TYPE ALL INFORMATION)

Date \_\_\_\_\_

TOWN OF SAUGUS

To the Inspector of Wires:

The undersigned applies for a permit to perform the electrical work described below.

Location (Street & Number) \_\_\_\_\_

PHONE \_\_\_\_\_

Tel. No. \_\_\_\_\_

Owner or Lessee: \_\_\_\_\_

Owner's Address \_\_\_\_\_

Is this permit in conjunction with a building permit: Yes ☐ No ☐ (Check Appropriate Box)

Purpose of Building \_\_\_\_\_

Utility Authorization NO. \_\_\_\_\_

Existing Service \_\_\_\_\_ Amps \_\_\_\_\_ / \_\_\_\_\_ Volts

Overhead ☐ Under ☐

No. of Meters \_\_\_\_\_

New Service \_\_\_\_\_ Amps \_\_\_\_\_ / \_\_\_\_\_ Volts

Overhead ☐ Under ☐

No. of Meters \_\_\_\_\_

Number of Feeders and Capacity \_\_\_\_\_

Location and Nature of Proposed Electrical Work \_\_\_\_\_

No. of Lighting Outlets	No. of Hot Tubs	No. of Transformers	Total KVA
No. of Lighting Fixtures	Swimming Pool Above <input type="checkbox"/> In- <input type="checkbox"/>	Generators	KVA
No. of Receptacle Outlets	No. of Oil Burners	No. of Emergency Lighting Battery Units	
No. of Switch Outlets	No. of Gas Burners	FIRE ALIVE No. of Zones	
No. of Ranges	No. of Air Cond. Total tons	No. of Detection and Initiating Devices	
No. of Disposals	No. of Heat Pumps Total Tons Total KW	No. of Sounding Devices	
No. of Dishwashers	Space/Area Heating KW	No. of Self Contained Detection/Sounding Devices	
No. of Dryers	Heating Devices KW	Local <input type="checkbox"/> Municipal <input type="checkbox"/> Other <input type="checkbox"/>	
No. of Water Heaters KW	No. of Signs No. of Ballasts	Low Voltage Wiring	
No. Hydro Massage Tubs	No. of Motors Total HP		

OTHER: \_\_\_\_\_

INSURANCE COVERAGE: Pursuant to the requirements of Massachusetts General Laws I have a current Liability Insurance Policy including Completed Operations Coverage or its substantial equivalent. YES ☐ NO ☐ I have submitted valid proof of same to this office. YES ☐ NO ☐ If you have checked YES, please indicate the type of coverage by checking the appropriate box.

INSURANCE ☐ BOND ☐ OTHER ☐ (Please Specify) \_\_\_\_\_

(Expiration Date) \_\_\_\_\_

Estimated Value of Electrical Work \$ \_\_\_\_\_

Work to Start \_\_\_\_\_

Inspection Date Required: \_\_\_\_\_

Rough WILL CALL Final WILL CALL

Signed under the penalties of perjury:

FIRM NAME \_\_\_\_\_

LIC. NO. \_\_\_\_\_

Licensee \_\_\_\_\_

Signature \_\_\_\_\_

LIC. NO. \_\_\_\_\_

Address \_\_\_\_\_

Bus. Tel. No. \_\_\_\_\_

Alt. Tel. No. \_\_\_\_\_

OWNER'S INSURANCE WAIVER: I am aware that the Licensee does not have the insurance coverage or its substantial equivalent as required by Massachusetts General Laws, and that my signature on this permit application waives this requirement. Owner Agent (Please check one)

Telephone No. \_\_\_\_\_

PERMIT FEE \$ \_\_\_\_\_

(Signature of Owner or Agent)

### CANINE DEPARTMENT

Some of the functions of the K-9 Department are to investigate all types of animal complaints or to refer residents to the proper authorities.

We have an excellent adoption program, and only have dogs "euthanized" by local veterinarians if they are vicious or seriously ill. The fees to adopt are \$3.00 plus a \$20.00 sterilization deposit to have the animal spayed or neutered in a sixty (60) day period or if a young puppy then a six (6) month period. This is all handled under State law. Our adoption fees are low, because the adoptee must privately get proper shots for the animals.

The Town Clerk handles licensing fees, which are explained on the license application. Licenses are to be renewed by April 1st of every year.

All kennels, pet stores of any type, carnivals with live animals are inspected by the Animal Inspector of the K-9 Department.

"Exotic illegal animals" or serious wildlife problems are turned over to the State Environmental Police, who works with the K-9 Department to solve some of these problems. We also direct people with exotic pets to get the proper permits.

All citation money is usually collected at the Town Hall by the Parking Clerk, our citation fines are \$25.00 for each offense. Criminal complaint fees are handled at the Lynn District Court, then turned over to the Treasurer and put in the general fund. All rents collected at Saugus K-9 are also turned over to the general fund.

Saugus K-9 Officers handle criminal and noncriminal complaints. We pick-up or remove all dead animals from the street of Saugus. Normally, we do not remove them from private property, but there are some exceptions. We do not remove from shopping centers, private businesses or trailer parks. As of February 1991, due to Town Counsel's legal opinion, we no longer handle sick or injured wildlife on private property.

The K-9 Department has public hearings for animal complaints, such as restraining orders, removal or euthanasia. All stray dogs are picked-up by the K-9 Department. Administration fees are \$20.00 and \$3.00 per day board. If the animal is not claimed within ten (10) days, then it may be put up for adoption. The adoption program has saved the Town money, plus it is a wonderful success and has given our shelter a good reputation.

## Town of Saugus Office of the Town Clerk

### Commonwealth of Massachusetts COUNTY OF ESSEX

In accordance with the provisions of Sec. 1 & 2 of Chapter 596 of the General Laws, License is hereby issued to the person named below to keep the dog herein described for one year from the first day of April, 1993. Said dog is numbered and registered as required by said Laws, for which the required payment has been paid.

**THIS LICENSE EXPIRES MARCH 31, 1994.**

Marcia R. Wallace  
Clerk of the Town of Saugus

This License is for a:

☐ MALE (Neutered) \$6.00

☐ MALE (Un-Neutered) \$10.00

☐ FEMALE (Spayed) - \$6.00

☐ FEMALE (Un-Spayed) \$10.00

☐ KENNEL - \$20.00 - \$40.00  
\$50.00



This License is granted subject to the conditions that the dog herein described shall be controlled and restrained from killing, chasing or harrasing live stock or fowls.

Date ..... 1993 #.....

Issued to .....

Address .....

Name of Dog .....

Breed .....

Color ..... Age.....

Telephone .....

S.S. #..... D.O.B.....

**FOR YOUR PROTECTION,  
INNOCULATE AGAINST RABIES.**

The town of Saugus has adopted By-Laws calling for a 24-hour Leash Law.

IF A DOG IS PERMANENTLY REMOVED TO ANOTHER TOWN A TRANSFER LICENSE MUST BE SECURED IN SUCH TOWN. EVERY DOG THREE MONTHS OLD OR OVER MUST BE LICENSED AND TAGGED.

"THE OWNER OR KEEPER OF A LICENSED DOG SHALL CAUSE IT TO WEAR AROUND ITS NECK OR BODY A COLLAR OR HAIRNESS... TO WHICH SHALL BE SECURELY ATTACHED TO TAG..."



The Sealer of Weights and Measures verifies that scales and measuring devices are giving proper readings. The following items are required to be inspected by the Sealer of Weights and Measures:

Scales and Balances

over 10,000 lbs.  
100 to 1000 lbs.  
+10 to 100 lbs.  
10 lbs. or less

Weights

Aviordupis  
Metric  
Apothecary

Liquid Measuring Devices

Gasoline & Diesel  
Oil & Grease  
Kerosene

Linear Measures

Yard Sticks

Automatic Measuring Devices

Taximeter  
Fabric Measuring  
Wire Cordage  
Reverse Vending Machine

Fuel Oil DeliveryHawks and Peddlers

In addition, the Sealer of Weights checks the reweighing of prepackaged commodities, checks for correct unit pricing and most importantly, responds to all consumer complaints. These complaints can range from the short measure of produce to the short measure of gasoline and home heating fuel.

ACCEPTABLE FILL REGULATIONS

The definition of clean acceptable fill is:

Earthern, Permeable Material;

Exclusive of:

Peat, clay, tight till, hardpan, metals, boulders larger than twelve (12) inches in diameter, potential leachable hazardous materials, (petroleum or petroleum by-products), or construction debris. All materials must be compactable to 65% of original profile.

Enclosed for your use is a copy of the Fill Regulations and application for the permit to place fill.



UNDER AUTHORITY OF COMMONWEALTH OF MASSACHUSETTS  
MGL, CHAPTER 111, SECTION 31  
BOARD OF HEALTH OF SAUGUS PROMULGATES THE  
FOLLOWING REGULATIONS:

FILL REGULATIONS

1. No person or owner of real property, excluding the Town Department of Public Works when performing its normal and routine functions but contingent on Board of Health approval, shall place, cause to be placed, permit to be placed upon any promises with the Town, topsoil, borrow rock, loam, peat, humus, clay, sand, gravel, earth or other fill in excess of ten (10) cubic yards during any twelve (12) month period without obtaining a permit from the Board of Health. The fee for such a permit is \$50.00.
2. The applications for such permits shall describe the origin, type, quantity and location of disposition of fill. At any time before, during or after fill operations a chemical analysis or other appropriate test acceptable to the Board of Health and at the expense of the applicant may be required.
3. The permit shall be valid for a period of one (1) year subject to review of conditions including but not limited to grading of existing fill, as determined by the Board of Health.
4. A copy of the permit shall be displayed in a conspicuous location at the site of the filling.
5. All fill operations including but not limited to transportation dumping and grading shall be carried out in an orderly manner, during a reasonable time, and measures shall be taken to maintain safe conditions. All trucks shall be covered and so constructed to prevent any spillage of contents.
6. No fill, as governed by these regulations, shall consist of deleterious material including, but not limited to any waste material from sanitary land fills, hazardous waste land fills, dumps or from industries generating hazardous wastes, including areas within the distance from such sites as determined by the Board of Health.

## FILL REGULATIONS

- 2 -

Notwithstanding quantity or license, all fill containing putrescible or non-putrescible solid waste materials, consisting of all combustible and noncombustible solid wastes including garbage, paper, rags, cartons, boxes, wood, excelsior, rubber, leather, tree branches, yard trimmings, grass clippings, tin cans, metal, mineral matter, glass, crockery, dust, ashes, construction wastes, industrial wastes, commercial wastes, agricultural wastes, abandoned vehicles, street sweepings, bulky wastes, the residue from the burning of wood, coal, coke or other combustible materials, tires, machinery, demolition wastes including: lumber, plaster, wire lath, pipe, asphalt, furniture and shingles, bituminous or petroleum products, or concrete unless as specified in the following paragraph, shall be placed only in an approved sanitary landfill conforming to the requirements of the General Laws of the Commonwealth.

Fill material may contain the following if mixed with clean material and compacted in a manner which will not result in the formation of voids:

- a. non reinforced concrete slabs if they are broken into pieces with the maximum length of, any side being no more than twelve (12) inches and a maximum area of two (2) sq. feet.
- b. non reinforced concrete blocks, curbing or other configurations with the longest side dimensions no greater than one and one half (1½) feet.
- c. bricks either in pieces or in cemented aggregations of three (3) cubic feet or less.

The Board of Health, upon its own initiative or upon application to it by any person, after due notice and public hearings may vary any provision of these regulations as it may deem necessary with respect to any particular case when in its opinion, the enforcement thereof would do manifest injustices or cause undue hardships, provided that the decision of the Board shall not conflict with the spirit of those regulations. The burden of proof of the manifest injustice or cause of hardship shall be the responsibility of the applicant.

Variances, when granted, shall be in writing and shall be effective for a period of time specified by the Board. A notice of grant of variance shall be filed in the office of the Town Clerk, and published in a local newspaper within ten (10) days after the variance is given.

FILL REGULATIONS

- 3 -

Any person or owner of real property violating any of these regulations shall be subject to a fine of \$200.00 per day, as each day would constitute a separate violation.

Each of these regulations shall be construed as separate to the end, that if any regulation or sentence, clause, or phrase thereof shall be held invalid for any reason, the remainder of that regulation and all other regulations shall continue in full force.

Effective date: Immediately, as described.

THE COMMONWEALTH OF MASSACHUSETTS  
TOWN OF SAUGUS

NO. \_\_\_\_\_ 19 \_\_\_\_\_

APPLICATION FOR PERMIT TO PLACE FILL

In accordance with the provisions of the Regulations promulgated under authority of Section 31 of Chapter 111 of the General Laws of the Commonwealth of Massachusetts application for a permit to place fill is made by:

PRINT OR TYPE

NAME OF APPLICANT \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

TELEPHONE NO. \_\_\_\_\_

SOURCE(S) OF FILL (LIST EACH IF MORE THAN ONE) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TYPE OF FILL (GRAVEL, SAND, LOAM, ETC.) \_\_\_\_\_

QUANTITY OF FILL \_\_\_\_\_

LOCATION OF DISPOSITION OF FILL \_\_\_\_\_

LENGTH OF TIME OF FILL OPERATION \_\_\_\_\_

ADDITIONAL INFORMATION IF REQUIRED \_\_\_\_\_

I, the undersigned have read, understand and agree to abide by the Board of Health Regulations regarding the placing of fill.

Petitioner assumes full responsibility for the final grading of the fill and for its impact, including but not limited to any adverse effects on adjacent property.

Signature \_\_\_\_\_

Date \_\_\_\_\_



### SEWER PERMITS

Permission must be given by the Town of Saugus before any building is allowed to tie-in to the Town's sewer system.

When a sewer line is to be extended on a street or way, a sewer extension permit must be obtained from the Board of Selectmen who sit as Sewer Commissioners.

To install a sewer line in the Town of Saugus, the installer must be licensed and registered as a Drain Layer in the Town of Saugus, license fees are renewed annually.

Examinations to obtain the Drain Layer's license are given in the Inspectional Services Office.





Number \_\_\_\_\_

## TOWN OF SAUGUS

### BOARD OF HEALTH

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#### APPLICATION FOR CONNECTION WITH SEWERAGE SYSTEM

To be filled out and returned. After being accepted, a copy will be returned to applicant

The undersigned, being owner of the estate, hereby applies for the construction of a sewer service connection from the \_\_\_\_\_ at No. \_\_\_\_\_ Street, for the purpose of  
dwelling, store, factory, stable, garage, etc.

draining \_\_\_\_\_ Water Closet \_\_\_\_\_ Sink \_\_\_\_\_ Bath Tub \_\_\_\_\_ Lavatory Bowl \_\_\_\_\_ Set Tub \_\_\_\_\_ Urinal \_\_\_\_\_ Garage \_\_\_\_\_ Wash Stands and \_\_\_\_\_ that the same may be connected with the \_\_\_\_\_  
(Name of Street)

Street common sewer.

The undersigned agrees to strictly conform to the laws and ordinances relating to sewers, and to the rules and regulations that are now in force or may be adopted in relation thereto, and also to the plumbing laws and ordinances as far as they relate thereto.

And the undersigned further agrees for himself, his heirs, devisees and assigns, that the Sewer Commissioners or their agents shall have access at all reasonable hours, to the said premises, to see that all the laws, ordinances, rules and regulations relating to the sewer are complied with.

Date of Application \_\_\_\_\_ Signature \_\_\_\_\_

Permit Approved: \_\_\_\_\_ Address \_\_\_\_\_

Date \_\_\_\_\_

By \_\_\_\_\_  
Agent for Board of Health

By \_\_\_\_\_  
Owner's Agent  
Owner's Attorney

## RULES AND REGULATIONS FOR THE INSTALLATION AND USE OF SEWER SERVICE CONNECTIONS

### Definition

Section 1. The term "sewer service connection" wherever used in these rules and regulations shall mean the extension of the house drain from the end of the cast iron house drain outside the foundation wall to its junction with the common sewer, or with a private sewer serving the purpose of a common sewer. The term "sewer service connection" shall have the same meaning as the term "particular sewer" in Chapter 83 of the General Laws of Massachusetts. Whenever the term Board of Sewer Commissioners is used in these rules and regulations it shall mean such Board as has jurisdiction of the Sewer System.

### Ownership

Section 2. Sewer service connections from the common sewer to the street line, but never nearer to the connected building than the end of the cast iron house drain, shall be paid for and owned by the Town. Sewer service connections from the street line across private property to the end of the cast iron house drain shall be paid for and owned by the owner of the land.

If the Town has not already built its part of the sewer service connection (namely, the sewer service connection from the common sewer to the street line, but never nearer to the connected building than the end of the cast iron house drain) the Town will build its part of the sewer service connection promptly after the building of the part of the sewer service connection which is to be paid for by the owner of the land.

### Construction and Maintenance

Section 3. Sewer service connections which are owned by the Town shall be built, repaired and maintained only by the Town under the direction of Superintendent of Public Works.

Sewer service connections which are owned by the owner of the land shall be built, repaired and maintained only by such person, persons, or concerns as may from time to time be authorized by the Board of Health to do such work. Construction and maintenance of sewer service connections owned by the owner of the land shall be entirely at the expense of said owner.

In the case of sewer service connections owned by the owner of the land the trench must not be backfilled over the pipe until the sewer service connection has been inspected and approved by an agent of the Board of Health or Plumbing Inspector.

If the cast iron house drain owned by the owner of the land is extended within the limits of the street the Board of Health, after laying the sewer service connection, will allow the owner of the land a period of 48 hours to connect the house drain to the sewer service connection. After the expiration of said 48 hours the Board of Health will cause the trench excavated by the Town to be backfilled.

No service pipes for other utilities, such as water, gas and the like, whether town owned or privately owned shall be laid in the same trench with a sewer service connection, except by written approval of the Board of Health.

### Application

Section 4. No sewer service connection shall be constructed from the street line to the end of the cast iron house drain nor shall a connection be made with the sewer system until the owner of the land or his duly authorized agent has made application in writing to Board of Health for a permit to build the same and has been granted said permit.

Applications for a permit for the construction of sewer connections shall be made upon blank forms provided by the Board of Health. The applications shall contain all data regarding the location and description of the building to be served and the number and character of fixtures to be connected.

### Methods and Materials of Construction

Section 5. Sewer service connections shall be laid at such depth and gradient and in such location as the Board of Health may determine. No sewer service connection shall serve more than one building except by a vote of the Board of Health giving permission for the same.

Sewer service connections shall be constructed of first quality transit pipe or of coated extra heavy cast iron soil pipe as determined by the Board of Health. The pipe in either case shall conform with the current specifications of the American Society for Testing Materials.

Joints in transit pipe shall be made with a gasket supplied for same. The jointing compound shall be resistant to acids, alkalies, salt water and brines. Joints in cast iron soil pipe shall be made with a gasket of dry hemp or jute and soft pig lead thoroughly caulked in place. The lead shall fill the joint to a depth of at least one and one-half inches. Joints between transit pipe and cast iron soil pipe shall be made with a gasket of dry hemp or jute and either the plastic jointing compound above mentioned or neat cement so placed as to completely fill and surround the joints.

The pipes shall be not less than four (4) inches in diameter but larger sizes may be required by the Board of Health. Pipes shall be laid with a minimum gradient of at least three-sixteenths inch per foot.

Pipes shall be laid accurately to straight lines and gradients except that junctions with common sewers shall be made at an angle of not more than 45 degrees. If angles in the alignment of sewer service connections are unavoidable, the changes in direction or gradient shall be provided with special means for flushing and cleaning in accordance with the particular requirements of the Board of Health.

When completed the inside of a sewer service connection shall be left smooth and clean.

### Provisions for Inspection

Section 6. The Board of Health may at any time require such chambers and other structures to be introduced along the line of any sewer service connection as they deem necessary for the proper inspection and maintenance of said connection.

The owner of the land shall pay for the cost of such chambers and other structures contemplated by this section as may be built on that part of the sewer service connection paid for by said owner.

### Private Sewers or Drains

Section 7. Private sewers or drains and sewer service connections laid previous to the adoption of these rules and regulations shall not be connected with the Town sewerage system unless they are found after investigation by the Board of Health to be properly located, laid at suitable gradient, in good condition, with proper and suitable appurtenances, and in every way satisfactory to said Board.

### Use of Sewer Service Connections

Section 8. Cesspools and vaults shall not be discharged into sewer service connections. No steam unless properly condensed, no water or other liquid at a temperature over 140 degrees Fahrenheit, and no surface water, roof drainage, sub-soil drainage, gasoline or other explosive or inflammable fluids or any substance which may tend to injure any part of the sewerage system, or interfere with the flow of sewage or the proper operation of the system shall be discharged into sewer service connections. Sewage or other wastes will not be permitted to enter any sewer service connection under pressure other than gravity without permission of the Board of Health.

The Board of Health may at any time require grease traps or other appliances to be installed as it deems necessary for the proper protection, maintenance and operation of the sewerage system. Every restaurant, boarding house, hotel or business of a similar nature which connects with the sewer system must provide a suitable grease trap.

All appliances required shall be in accordance with the plumbing ordinance of the local Board of Health.

### Penalties

Section 9. Whoever violates any of the provisions of these rules and regulations may be punished by a fine not exceeding twenty dollars for each offense.

### Changes in Rules and Regulations

Section 10. These rules and regulations may be rescinded or modified or added to by the Board of Sewer Commissioners or the Board of Health at any time, when in their opinion, such action is for the best interests of the Town.





## KASABUSKI BROS. MEMORIAL ARENA

During the fiscal year, in excess of 2000 skaters (Figures & Hockey) utilized the facilities of the Arena in an average week. The Arena is host to the North Suburban Hockey League which is comprised of almost 100 youth hockey teams from 16 cities and towns in the North Shore area. This league is the main source of revenue for the arena. It is also the home of the Massbay Figure Skating Club, and is home ice for the Saugus High School and Northeast Regional Vocational School Hockey teams. A generous amount of ice time is dedicated to open, public skating sessions. In addition, the Arena staff manages Parcher Field which is a softball field utilized from May through September by Saugus National Little League, Saugus Men's Softball, the Saugus High School Girls softball team, and the Fire Department and Rotary Club teams. This field has lights which allows it to be used nightly until 11:00PM.

The general opinion of users of the Arena complex is that it is one of the best managed athletic facilities in the New England area. Clear evidence of this is that our Manager, Tom O'Hearn, was recently voted into the New England Ice Skating Managers Association (NEISMA) Hall of Fame. The NEISMA association is comprised of rink managers from all of the N.E. states, New York and Pennsylvania. It is a singular honor to be named to its Hall of Fame.

Since the 1983 Town Meeting voted to lease the facility from the MDC and established a Board of Governors and By-Laws, the complex operations have grown steadily. The Arena opened for business on January 4, 1985, and in spite of this late seasonal start, finished the Fiscal 1985 year with positive net income. Each year since has also been positive. The financial success of 1992 was achieved in spite of an almost two month maintenance shutdown. During this shutdown the interior of the building was completely repainted, the refrigeration equipment was refurbished and other miscellaneous repair/replacement tasks were completed.

Also, the Board of Governors voted to provide FREE ice time to the Saugus High School Hockey team in order that other athletic programs at Saugus High could be saved. Various programs at the high school were threatened with elimination because of a lack of money. The rental value of this ice time was approximately \$11,000.00. Because of the donation, all of the threatened programs continued unscathed. In addition, the Saugus Youth Hockey Association and the Massbay Figure Skating Club were granted substantial reductions in their ice rental charges. These two organizations now enjoy the lowest per hour ice cost of any skating group that we know about.



## SAUGUS PUBLIC LIBRARY

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It is again my privilege to submit a report of the activities of the Board of Library Trustees for 1992.

With help from the staff, the Fire and Police Departments and interested volunteers a disaster plan for the Library was developed and put in place. While we hope it will never have to be activated, it is there if needed.

A plan to meet the requirements of the Americans with Disabilities Act (ADA) was completed, incorporated with the overall Town plan and change begun which will put the library in compliance with these requirements.

1992 saw a further expansion of NOBLE (North of Boston Library Exchange) as Middlesex Community College and Bunker Hill Community College became members of the system. This means that patrons of the Saugus Public Library may now access the facilities of sixteen (16) public and seven (7) academic libraries. Saugus residents may go to these libraries to borrow books or have the items delivered for pick up at the Saugus Library.

During the year we received numerous gifts of books and periodicals, including sixteen two year magazine subscriptions. These gifts have proven to be greatly helpful in these days of limited funding. The Friends of the Saugus Public Library have provided passes to Hammond Castle, the Museum of Fine Arts, the Essex and Peabody Museum, the Museum of Science, and the Children's Museum; children's magazine subscriptions, videos and biographies; and programs for both adults and children.

The Long Range Planning Committee under the chairmanship of Trustee Dexter Rich submitted its report which was approved by the Trustees in November. The committee's findings and resulting goals are as follows:

**A. The Library lacks a policy manual.**

**Goal:** Produce and have approved by the April 1993 meeting of the Library Board of Trustees a comprehensive handbook containing policies and procedures for library operation which makes provision for updates.

**B. The Library lacks a collection development policy.**

**Goal:** Develop, adopt and fund a collection development policy in partnership with NOBLE and incorporate it into the handbook in Goal A.

**C. A major factor limiting library service to Saugus is the lack of space.**

**Goal:** Plan for an addition to the existing building which addresses space and service needs identified in the planning process. The goal is to be ready with a specific expansion plan when funding becomes available.

**D. Children have fewer hours of library service than do adults. There are no programs for toddlers.**

**Goal:** Maintain current services to children and expand services to toddlers. Expand Children's Room hours.

**E. Interior room arrangement limits access for patrons in wheel chairs.**

**Goal:** Implement the plan to comply with the provisions of the Americans With Disabilities Act by December 31, 1993.

**F. State standards require 63 hours per week of library service in a community the size of Saugus. Saugus met standards at one time. Other comparable communities provide up to 72 hours a week of library service.**

**Goal:** Increase service hours to adults evenings and weekends.

**G. No orientation program exists for new library trustees.**

**Goal:** Establish an orientation program for new library trustees by June 1, 1993.

**H. Directional and informational signs are lacking. The few that exist do not meet Americans With Disabilities Act requirements.**

**Goal:** Plan, design, order and place new signs to help users locate materials and services by October 30, 1993.



I. Townspeople lack knowledge of library services.

Goal: By June 30, 1993 establish a year-round public relations program in which staff, trustees and friends of the Library each have a role in order to improve townspeople's knowledge of library services.

J. The library sponsors no programs directed to adult audiences.

Goal: By the end of fiscal year 1995 plan, fund and conduct at least two programs specifically targeted to adult interests.

K. Library technology is changing rapidly. To make the best use of limited resources the library staff and trustees need to be aware of developments.

Goal: Keep pace with emerging technologies for library services and evaluate their usefulness to Saugus Public Library.

L. The library provides good service within the constraints of its resources.

Goal: Continue to provide excellent service, including interlibrary loan, to townspeople of all ages.

M. Children's programs are popular and encourage lifelong library use.

Goal: Continue to provide storytime/craft programs year round, a summer reading program, and school vacation live entertainment for Saugus children.

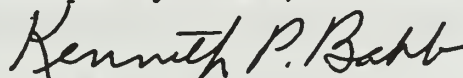
A Building and Facilities Committee to continue the planning work was appointed in December 1992 and will begin its work in early 1993.

We experienced one major personnel change in 1992 as Reference Librarian Paula Byrne resigned to accept another position. Her place was taken by Susan Beauregard on December 1st.

Once again the Trustees urge that budgetary increases be made available in order to fill the vacant Circulation Librarian position, to provide additional funds for part-time help to keep the building open longer hours, and to restore the book budget to previous levels.

As in the past we extend our thanks to the members of the library staff for their hard work; to our volunteers who have helped in many different ways, to the Friends of the Library for their financial support and to those members of the Town Government who have given their support.

Respectfully submitted,



Kenneth P. Babb, Chairman

Leonidas Nickole  
Donna Barrett  
Dexter Rich

Mary McKenzie  
Helen Whelan

## 1992 LIBRARY DIRECTOR'S REPORT

### WHAT WE DID IN 1992 IN ADDITION TO SIGN BOOKS OUT:

#### Cooperation With Schools

During the fall of 1992 Ron Weekley, the librarian at Saugus High School, began working in the Saugus Public Library on Monday and Wednesday evenings. He has been able to help both students and townspeople because of his dual role. His familiarity with resources in both libraries means taxpayers get more for their money. Ron encourages students to visit the public library in the evening and has provided access to school materials for adults during the day. He is also coordinating efforts to alert the public library about assignments teachers are making and helping teachers learn more about public library resources.

Visits by school classes help make children familiar with the services of the public library. The fifth graders who visited this year were especially interested in seeing the notices of their birth in our microfilm edition of the *Saugus Advertiser*. They used our microfilm reader-printer to make copies of the notices to take with them.

#### Long Range Plan

As mentioned in the Report of the Board of Library Trustees, the library's plan has been completed, approved and sent to the Massachusetts Board of Library Commissioners. Completion of the plan makes the library eligible to apply for a \$10,000 grant to purchase library materials such as books, books on cassette tape and videos. Grants will be awarded in October of 1993.

#### Collection Development

Collection Development is library jargon for evaluating what we have for patrons to use, discovering what we need and purchasing it. We are in the second year of this systematic effort. Our process in Saugus is linked with the work being done by the NOBLE (North of Boston Library Exchange) library network. In order to make the best use of your tax money we will determine what items we need to have here in the Saugus Library and which ones we use so infrequently that they can be borrowed from one of the other sixteen public or seven academic libraries in the NOBLE network.

The library staff is making a special effort to purchase books for young people of middle and high school age. A corner of the Reading Room, called our Young Adult Area, has been set aside for these new books.

Collection development also means getting rid of those items that are worn, no longer of interest to our patrons and/or containing dated or superseded information. The library staff has been systematically going through the shelves to identify and discard such items. Most of the discards are donated to the Friends of the Library for their book sales in early June and on Founder's Day. The Friends donate the profits from the sales to the Library, creating a very satisfactory recycling process.

### Library Programs

Preschool children enjoyed biweekly story time sessions held on Wednesday mornings from September through April. The finale was the traditional May Party with a May Pole and a visit to the Saugus Iron Works.

During February and April school vacations the Library sponsored live entertainment for school age children. Local church auditoriums were used because there is insufficient space at the Library for the 150 to 200 children who attend.

The 1992 summer reading program was held at Belmonte Middle School. In spite of the noise levels produced by the one hundred or more children attending each session, children enjoyed having stories read to them followed by a craft activity or sport demonstration. Without the help of our loyal volunteer story readers, organizers and craft aides and the understanding of parents, we could not have conducted the program for the more than four hundred children who registered. A drop-in story time and contests related to the reading program were held at the library.

Saugus families participated in Family Library Day at Fenway Park. Discounted tickets to a Boston Red Sox game in May were made available at the library through the Eastern Massachusetts Regional Library System.

The Library served as a meeting place for the Executive Board of The Saugus Historical Society, the Saugus Mural Committee, the American Cancer Society Volunteer Drivers, and the free Taxpayer Assistance Program sponsored by the Internal Revenue Service and the American Association of Retired Persons.



**HOURS YOU CAN USE THE LIBRARY:**

Monday - Saturday	57 hours a week
Founder's Day - Memorial Day	
Monday - Friday	45.5 hours a week
Memorial Day - Founder's Day	

The Children's Room is now open Thursday morning from 8:30 to 11:30 year round. Children's Room hours total 34.5 in the winter and 27 in the summer. We continue to hope that funding for additional staff will be available so that we can open the entire library the 63 hours a week required to meet state standards for a community the size of Saugus.

**HOW WE SPEND TAX MONEY:****Town Appropriation for Fiscal 1993:**

Salaries		\$204,319
Operating Expenses		
Office Supplies	500	
General Supplies	600	
Library Materials	1,200	
Printing & Binding	800	
Travel	200	
Equipment Maintenance	1,750	
Children's Programs	1,500	
Summer Reading Program	2,000	
Automated Network (NOBLE)	16,067	
Total Operating Expenses		24,617
Materials		
Books	22,000	
Subscriptions	4,200	
Audio-visual	1,250	
Total Materials		27,450
<u>Grand Total</u>		\$256,386



### State Tax Money

The Library used the \$12,970 received in 1992 from the Library Incentive Grant Program to offset a portion of the town appropriation to the Library. Because the Saugus Public Library does not meet the standard for hours open, we received fewer state aid dollars than we otherwise would have. The following was spent in the 1992 calendar year from the Municipal Equalization Grant, another source of state aid to libraries which meet state standards.

Books	\$2,452.40
Installation of new computer terminals	1,290.00
Supplies for book processing	230.95
Personal computer, printer and software	1,114.11
Equipment repair	71.88
Carpet mat	119.87
<u>Total Expended</u>	<u>\$5,279.21</u>

### WHAT WE LOANED:

We loaned 79,375 items in calendar 1992, more than three items for each Saugus resident. Through the NOBLE network our patrons were able to use more than 9,000 books from other libraries. We loaned over 2,200 books to other libraries through the network. Patrons can visit another network library or have books sent to Saugus for pick up here.

Our patrons borrow books on cassette tape for listening while they commute; videos to catch up on public broadcasting programs they missed, to learn a new skill or to help children appreciate classic children's films; and large print books when their "arms have gotten too short" to hold regular type for comfortable reading. Trips to Hammond Castle, Peabody and Essex Museum, Museum of Fine Arts, Museum of Science and the Children's Museum are made less expensive through the use of passes purchased by the Friends of the Library. The Discovery Museums of Acton donated passes for their Children's Museum and Science Museum. Magazines, newspapers and a pamphlet file of materials of current interest are also available in the library.

## WHAT WE OWN:

At the end of November 1992 we owned 44,270 items representing 35,350 different titles. For each new book we buy we have to discard one because of our limited shelf space. This year we have added the business reference works *Value Line* and *Morningstar Mutual Funds Report*. Books in all NOBLE network libraries are listed in our computer catalog.

## WHO IS HERE TO HELP OUT:

### Trustees:

Appointed by the Board of Selectmen to govern the library, our Trustees are active, supportive people who represent the interest of library patrons effectively. They are listed at the conclusion of the report of the Board of Library Trustees.

### Library Staff:

Marjorie Harrison Oakes, Director  
Anne Wall, Administrative Assistant  
Paula Byrne, Reference Librarian (to 9/92)  
Susan Beauregard, Reference Librarian (from 12/92)  
Lori Stalteri, Reference Librarian/part-time  
Vacant, Circulation Librarian (Position frozen)  
Anne Landry, Children's Librarian  
Marlene Hegarty, Technical Services Librarian  
Susanne McNamara, Technical Services/Children's Room Ass't.  
Rose Desmond, General Assistant/part-time  
Betty Colarusso, General Assistant/part-time  
Eileen Kearney, General Assistant/part-time  
Jennifer Mackenzie, General Assistant/part-time  
Lee Senfleben, Summer Program Coordinator  
Betty Harrison, Custodian

**Friends of the Library:**

Ann Vient, President

Nancy Lee Jensen, Vice President/Membership Chairman

Joanne Wilker, Recording Secretary

Jeanette C. Macs, Corresponding Secretary

Anne MacLaughlin, Treasurer

**Volunteers:**

Our volunteers are dedicated folks who take time from their own busy days to answer phones, shelve books, perform clerical tasks, assist with story times, sort books for books sales, plan programs and water plants for the library. Some people come in weekly while others work on special projects. This year more than fifty people have helped out.



## PLANNING BOARD

.....

In the calendar year 1992, the Saugus Planning Board held 21 regular meetings, at the usual meeting place, the Saugus Senior Center, as well as four briefer special meetings there and the Middle School and Town Hall with one-item agendas.

At these meetings, there was a total of 33 advertised public hearings, made up of the following: 13 Town Meeting articles; 5 Site Plan Review applications; 3 Site Plan Review changes or extensions; 8 extensions of subdivision covenants; 1 rescinding of a subdivision covenant and approval; 2 requests for returning to other boards after a disapproval; and 1 required approval of property use under an old Town Meeting covenant (the much-publicized "golf facility").

During the whole year, there were no submissions of definitive subdivision plans to the Board, although two preliminary subdivision plans (not requiring hearings) were submitted with no action taken.

The five 1992 hearings under the Site Plan Review by-law were for: 1) A 1,020 s.f. addition to the Jehovah's Witnesses' Kingdom Hall building off upper Main St.; 2) a 40,500 s.f. addition to the Staples/Carpet Giant building for use as a health and beauty product retail store; 3) a Red Lobster Restaurant, 8,356 s.f., to the right of the entrance to Sam's Club; 4) a 75,000 s.f. shopping mall on the site of the present ADAP/Auto Palace at 1170 Broadway; and 5) at 1069 Broadway, a 16,800 s.f. addition to the present Office Max, for a possible fabric store.

All five applications were approved, but with numerous conditions which the Board felt were necessary to protect the Town and its residents, as well as to meet the findings required by the Site Plan by-law. One decision, for the Red Lobster Restaurant, has been appealed by the owner of abutting property, and is now in court.

Although no new subdivisions were created by the Board in 1992, the Board started 1992 with fifteen on-going subdivisions which had roads, sidewalks, curbs, utilities, etc., yet to be completed, and ended the year with five of these finished, and another, Eric Drive, rescinded by the Board. Of the remaining nine, Appleton Place, Cherry Street extension and High Point Terrace are close to completion.



Of these remaining uncompleted subdivisions, ~~Hammersmith~~ Village, off Essex Street, near Melrose, surely gave the Board more worries, during the year, not only because it will eventually number nearly 130 homes, but because it changed so dramatically during the year, from nearly 90 unsold lots, to very few remaining at the end of the year! This was due largely to the push made by Diversified Properties, handling the property for Shawmut Bank, which acquired the subdivision from Harvey Pastan last year, then substantially lowered prices. The Board renewed the covenant for one year, last April, and a schedule of work completion has been submitted which is constantly monitored by the Board and its consulting engineer, Jim Sotiros.

In September, New England Development's Site Plan approval for the "mall upgrading" of our Shopping Center was renewed for another year, with some modifications to the original plans. The developers met with the Board on several occasions, with "updates," and we are still optimistic that work will begin before too long!

Besides all these "big" items on the 1992 agendas, many other matters were handled by the Board which did not require public hearings. Among these were seven "Subdivision approvals not required" divisions of land, many lot and bond releases for ongoing subdivisions, and countless "informal discussions" about future uses of property all over town. We had nearly monthly updates from Sam's Club before we approved the occupancy permit in November (remember, we had given our approval with 35 conditions), and it seems to have been well received by the town.

There was no change in Board membership in 1992, and our Associate Member, Eric Brown sat in on all of our Site Plan Review hearings and was a decision-maker on two of them. Jim Sotiros has now completed four years with the Board, and we continue to value his expertise and dependability. Beverly Belmonte, however, left us for a more lucrative full-time Town job, last spring, and as clerk we now have Jeanne Abernathy, who has now gone through the early, overwhelming stages of this position!

While a few of our 1992 meetings were over by 9 p.m., most of them lasted until at least 10, some after 11, and one wasn't over until nearly 1 a.m.! But the members' attendance records are great, and interest high.

Respectfully submitted by

*Ellen Burns*

Ellen Burns, Chairman, for

Frank Perry, Janet Leuci, Charles Thomas, Christine Wilson, Eric Brown

**SAUGUS PLANNING BOARD**

December 31, 1992

cc: Board of Selectmen  
Town Manager



## **POLICE DEPARTMENT**

As Chief of Police for the Town of Saugus, I hereby submit my first annual report of the department's activities for the year 1992.

### **POLICE ROSTER**

Chief  
Cornelius S. Meehan

Captain-Executive Officer  
Martin J. Maillet

Lieutenant-Assistant to the Chief  
Richard A. Murphy

### **Lieutenants**

Edward J. Felix  
Stephen Harper  
James J. Mackay

### **Sergeants**

James J. Champoux  
Arthur P. Cook  
Alan Erickson  
George O. Hart  
Nicholas Hartt  
David Putnam  
Norman C. Stanton  
Stephen Sweezey

**Patrolman**

Peter Cicolini, Jr.  
Ralph F. Nasuti  
Albert W. Diotte, Jr.  
William N. Leblanc  
Thomas Murray  
George Naviskas  
James H. Magill  
Michael C. Morelli  
Francis E. Gill  
Dana Bates  
Andrew S. Evlog  
Charles C. Carroll  
Alfred S. Harris  
Michael T. Annese  
Howard M. Wheeler  
Frank J. Pantalone  
Herbert S. Collibee  
James H. Molloy

Roy Lattanzio  
John A. Diment  
William M. Stuffle, Jr.  
Ronald W. Witten  
Gary E. Mansfield  
John F. Coburn  
Jocelyn L. Kountze  
John S. Buchanan  
Paul R. Bennett  
Kevin J. Nichols  
Timothy S. Fawcett  
Michael F. McGrath  
Michael S. Stewart  
Leonard Campanello  
Dominic Dimella  
James Donovan  
Mark Torbin

**Reserve Officers**

Ralph Memmolo  
Steven Ring  
Diane Cowan

Christopher Peatridge  
Judith Higgins  
James Marsh

**Police Matrons**

Rose Sweezey  
Carla Sanders

Senior Clerk  
Sandra St. Clair

Secretary to the Chief  
Michelle Blaney

In addition to the above personnel, there are 25 auxiliary officers and 18 school crossing guards.

### SICK LEAVE

Sick leave for the year 1992 amounted to: 504 days  
 Service connected disability: 516 days

### LEAVE CHART

(# of days)

<u>Year</u>	<u>1988</u>	<u>1989</u>	<u>1990</u>	<u>1991</u>	<u>1992</u>
No. of officers	51	51	52	50	49
Sick leave	554	709	717	684	504
Service connected injuries	1,604	812	762	331	516
Training	486	450	443	239	190
Funeral leave	28	20	32	28	31
Other leave	129	106	24	25	12
<b>TOTAL</b>	<b>2,851</b>	<b>2,148</b>	<b>2,029</b>	<b>1,357</b>	<b>1,302</b>



## ARRESTS

During the year 1992, the Saugus Police Department made 807 arrests for various crimes and offenses. In addition, 264 persons were taken into protective custody. Police officers of this department either investigated or made arrests for the following categories:

Criminal homicide	1
Forcible rape	2
Robbery	35
Assault	144
Burglary	218
Larceny	1,027
Motor vehicle theft	418
Motor vehicle recovery	375
Property damage	766
Accidents	1,038
Disturbances	1,628
Prowlers	0
Bomb threats	6
Sex offenses	13
Suicide	0
Persons arrested	807
Persons in protective custody	264
All other	8,339

**TOTAL CALLS FOR THE YEAR 15,081**

### DISPOSITION OF COURT CASES

Court cost	\$12,650
Arrested for other authority	318
Continued without a finding	151
Dismissed	264
Filed	38
Fined	469
Held over for grand jury	0
Probation	42
Suspended sentence	54
Sentenced to house correction	70
Sentenced to state prison	0
CASP Program	12
(Operating under the influence)	
Sentenced youth service board	3
<b>TOTAL</b>	<b>1,381</b>
 <b>AMOUNT OF FINES AND COSTS ASSESSED</b>	 <b>\$84,940</b>

Enclosed are the statistics summarizing the activities of the Saugus Police department for the year 1992. In making comparisons, it is obvious that most categories show normal year-to-year fluctuations. One most positive sign is a reduction of nearly 25% in house breaks.

In looking at activities at the Lynn District Court, we find an increase of more than 300 cases generated by our department. More than three times as many defendants were sentenced to a House of Correction than in 1991. This increased activity reflects a more vigorous patrol force. Hopefully, this increased activity will reflect in a further reduction in major crimes. Major crimes from homicide through auto theft are off by approximately 100 cases from last year.

**BUDGET**

During the year 1992, 156 licenses and 106 firearm identification cards were issued: Dealer and ammunition licenses totalled \$4,056.00. \$5,390.25 was received from insurance companies, etc. for copies of accident and police reports; \$27.00 for witness fees, \$234.50 from the bicycle auction; \$435.55 for miscellaneous money collected from drugs and lost or stolen money (unclaimed); \$1,672.00 for restitution; \$415.00 for photographs for a total of \$12,230.08.

Firearms	\$ 4,056.00
Insurance copies	\$ 5,390.25
Witness fees	\$ 27.00
Bike auction	\$ 234.50
Miscellaneous money	\$ 435.33
Restitution	\$ 1,672.00
Photographs	\$ 415.00
Court fines	\$ 81,735.00
Parking tags	\$ 83,270.00
Special details	\$ 48,943.35
	(10% Service charge)
Citations issued	\$144,177.50
<b>TOTAL</b>	<b>\$370,355.93</b>

In February of 1990, there was a compliment of 52 officers in the Saugus Police Department. In addition, there was a town meeting vote to expand the Police Department by four new members. The vote was later negated, and our strength remained at 54 officers.

At the present time there are 48 members of the Police Department. We are in the process of replacing those men who retired which will bring our compliment back up to 50 men. We are also attempting to place two men out on disability as both men have been out with service connected disabilities for most of this past year. The shortage of the above-mentioned four men is costing the town thousands of dollars in overtime. Unless and until the strength is returned to at least 54 members, the department will remain restrained in its ability to fulfill its function.

Some 17 years ago a study was conducted both externally and internally (by the Town Manager). Both studies recommended that this department have a minimum of 57 officers. Needless to say, we have taken on significantly more work since then and we remain undermanned. We are rapidly approaching a time when prioritizing of calls will be necessary. Unless additional manpower, at least back to prior levels, is obtained, we will be less able to do our job.

Currently, we lack a Traffic Division, the Criminal Investigations Division is being burdened by taking on the extra duties of the Juvenile Officer, and there is no Community Relations or Public Relations Officer. Due to the increase of domestic violence reports which have increased drastically this year, there should be a Domestic Violence Unit which could also assist in any crime prevention enforcement.

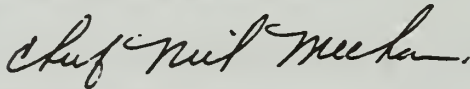


Each year the demand for police services increases. Our need to address such matters as the safety of our roads and an ever-increasing drug problem are also growing. The training of police officers in current and more sophisticated methods of investigations needs to be addressed. All of these issues are compromised somewhat due to an aging facility that does not meet minimal needs of a work environment. We must address these issues now or fall further behind.

GRAPH OF REPORTS AND FINES

<u>Year</u>	<u>1988</u>	<u>1989</u>	<u>1990</u>	<u>1991</u>	<u>1992</u>
Fines	\$101,676.94	\$119,994.00	\$157,815.00	\$175,542.00	\$225,912.50
Complaints received	16,225	15,305	15,588	15,567	15,081
Summons served	230	175	223	176	724
Parking tags issued	1,695	2,406	2,519	1,104	2,070

Respectfully submitted,



Neil S. Meehan  
Chief of Police

**BUREAU CRIMINAL INVESTIGATIONS**

Annoying phone calls		74
Credit card violations		20
Breaking and entering	Residential	83
Breaking and entering	Commercial	30
Larcenies		137
Larceny of motor vehicles		36
Kidnapping		3
Assault and battery	Simple	8
Assault and battery	Dangerous weapon	6
Receiving stolen property		30
Threats		10
Weapons violations		6
Sex offenses	Rapes	4
	Indecent exposures	11
	Indecent assault and battery	6
	Sexual abuse	6
Suicide		0
Attempted suicide		0
Murder		1
Attempted murder		1
Other reported deaths		8
Arson and attempts		3
Child abuse (sexual abuse not included)		1
Robberies	Armed and unarmed	38
Malicious destruction (vandalism)		14
Insurance frauds		6
Drug violations (Includes false scripts, overdoses, search warrants, surveillances, seizures)		93
Domestic violence		8
Missing persons		17
Miscellaneous investigations		68
Total cases investigated		725
Cases closed by summons, arrest, warrants, restitution, mutual agreement, or other acceptable means		433

The above figures do not reflect all cases investigated by the Police Department but only those referred to the Bureau of Criminal Investigations for follow-up or because of the seriousness of the crime.

The case load for the Bureau of Criminal Investigations (BCI) increased dramatically in 1992 over 1990 and 1991 and is the highest case load ever experienced by BCI. Although the solve rate remains high, thanks to the dedication of the Inspectors assigned to BCI, it is a fact that many more solvable cases are never cleared because of the lack of manpower. Many investigations are started, set aside, and often never followed through because of the volume of cases each inspector has to handle. Cases must be prioritized according to their seriousness and severity. Since I became Commanding Officer of BCI in 1987, the case load has increased yearly and in 1992 has more than doubled over 1987.

In each annual report, I have indicated that BCI is in desperate need of additional manpower, yet we are expected to keep on taking increased workloads with the same amount of manpower. Now with the slashes in overtime because of a budget deficit, there are even less hours to carry an increased case load.

Thefts, as a result of gypsy activity, have notably increased in 1992. These people prey on the elderly with roof, driveway, and chimney repair scams. Members of other departments are constantly exchanging information in order to develop a strong intelligence network because of the transience of this group of people.

The marked increase in armed and unarmed robberies in 1992 is shocking. Fortunately, nearly all robberies have been solved. Care must be taken not to misconstrue breaking and entering as robberies. This is a frequent misconception made by the general public, and they are distinctly different crimes as described by law.

Drug violations have remained about the same level with a very small increase of reported violations. These violations include street corner sales, drug houses, phony



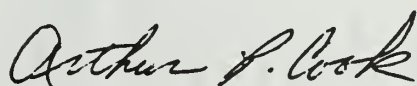
scripts, search warrants executed, and drug overdoses. We have noticed a serious increase in the use of heroin. The drug problem is definitely more serious than what this report indicates. Although there have been some arrests for drug violations, in order to effectively combat the drug problem, additional personnel would have to be added to the BCI staff. Effective drug enforcement requires many surveillance hours. This is difficult to achieve with the current staff and case load ratio.

BCI continues to provide supportive services for the rest of the department. Some of these include attending multi-jurisdictional detective and task force meetings for the exchange of information, conveying evidence to various laboratories for analysis, fingerprinting and photographing arrestees as well as citizens requesting this service for security clearance, citizenship, etc., assisting other law enforcement agencies whenever necessary, backing up uniformed officers on calls of a serious nature when other units are tied up on other calls, and filling in on dispatch duty when there is a shortage of uniformed personnel.

As previously reported in annual report 1991 clerical work still consumes far too much of the investigators time. The time used in processing fingerprint cards and sending them to perspective agencies, the processing and filing of mug shots, typing of investigative reports, etc. could be more efficiently spent on investigative work if civilian personnel were added to perform this function. It is impossible to request the department's current clerical staff to perform these additional duties as they are already well overloaded.

Please take note of the chart attached to this annual report indicating cases investigated and cases solved since 1987.

Respectfully submitted,



Arthur P. Cook  
Sgt. Inspector  
Commanding Officer  
Bureau Criminal Investigations .

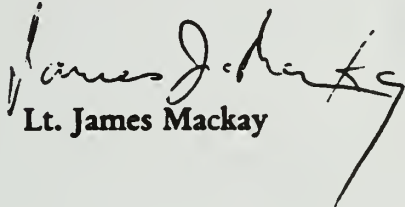
# ANNUAL REPORT 1992 BUREAU CRIMINAL INVESTIGATIONS

<u>CATEGORY</u>	<u>1987</u>	<u>1988</u>	<u>1989</u>	<u>1990</u>	<u>1991</u>	<u>1992</u>
Annoying phone calls	10	15	23	44	47	74
Credit card violations	7	17	11	21	23	20
Breaking and entering - Residential	35	42	56	157	64	83
Breaking and entering - Commercial	15	21	27	47	40	30
Larceny of motor vehicle	13	13	25	14	7	36
Larcenies - all others	78	115	167	102	154	137
Robberies - armed and unarmed	19	12	29	14	13	38
Kidnapping	5	2	2	4	3	3
Assault and battery - Simple	20	5	12	5	7	8
Assault and battery - Dangerous weapon	0	7	9	15	9	6
Receiving stolen property	11	8	12	13	6	30
Drug violations	31	47	73	69	89	93
Threats	5	4	15	12	9	10
Weapons violations	6	5	7	9	6	6
Indecent exposure	11	17	3	7	5	11
Rape	5	2	4	3	3	4
Indecent assault and battery	0	0	4	5	1	6
Sexual abuse	0	0	5	4	3	6
Suicide	5	3	2	4	0	0
Attempted suicide	2	3	1	2	4	0
Murder	1	1	0	0	2	1
Attempted murder	1	3	6	4	1	1
Reported deaths	5	9	2	11	6	8
Missing persons	2	0	0	10	6	17
Arson and attempts	5	4	4	4	17	3
Child abuse	0	0	9	0	1	1
Malicious destruction	17	21	6	18	4	14
Insurance frauds	0	2	1	7	0	6
Other miscellaneous investigations	0	0	0	13	53	68
Total cases investigated	346	436	596	644	581	725
Total cases cleared	237	292	367	412	351	433
Total cases cleared by percentage	68%	67%	62%	64%	60%	60%

ANNUAL TRAFFIC REPORT 1992**LT. JAMES J. MACKAY, TRAFFIC ENFORCEMENT**

The total figures indicated in this report do not reflect any motor vehicle accident or citations that have been investigated or issued by the State Police, nor does it reflect any motor vehicle accident that is not required by law to be reported to the Police Department.

Respectfully submitted,



Lt. James Mackay

**TOTAL ACCIDENTS REPORTED FOR 1992: 1,641****ACCIDENTS REPORTED BY MONTH**

January	108
February	97
March	117
April	124
May	136
June	165
July	131
August	146
September	134
October	160
November	138
December	<u>185</u>

<b>TOTAL</b>	<b>1,641</b>
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**TOTAL ACCIDENTS INVESTIGATED  
BY THE SAUGUS POLICE DEPARTMENT: 554**

January	29
February	31
March	41
April	35
May	42
June	45
July	52
August	58
September	42
November	53
December	<u>66</u>

<b>TOTAL</b>	<b>554</b>
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**FATAL MOTOR VEHICLE ACCIDENTS 1992**

July 2, 1992	9:24 p.m.	Rte. 107 North (Bly Bridge)	1 person
July 18, 1992	8:25 p.m.	Essex Street overpass	1 person

**PROPERTY DAMAGE ACCIDENTS 1992: 1,199**

January	88
February	75
March	87
April	90
May	103
June	131
July	100
August	87
September	96
October	112
November	100
December	<u>130</u>
<b>TOTAL</b>	<b>1,199</b>

**PERSONAL INJURY ACCIDENTS 1992: 442**

January	20
February	22
March	30
April	34
May	33
June	34
July	31
August	59
September	38
October	48
November	38
December	<u>55</u>
<b>TOTAL</b>	<b>442</b>

**PERSONS INJURED IN MOTOR VEHICLE ACCIDENTS 1992: 638**

January	24
February	32
March	41
April	52
May	46
June	41
July	69
August	72
September	50
October	75
November	51
December	<u>85</u>
<b>TOTAL</b>	<b>638</b>

Total bicycle accidents for 1992	24
Total pedestrian accidents for 1992	17
Total resident operators for 1992	902
Total non-resident operators for 1992	2,101

## DAYS OF THE WEEK ACCIDENTS OCCURRED

DAY OF WEEK	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
MONTH							
January	9	10	9	11	16	30	23
February	3	11	17	12	14	16	24
March	12	14	18	15	23	11	24
April	12	15	17	15	12	27	26
May	17	14	12	18	20	31	24
June	21	30	21	17	31	26	19
July	10	19	17	24	21	26	14
August	24	29	12	17	19	22	23
September	21	13	22	15	18	15	30
October	21	22	19	13	21	35	29
November	11	16	22	20	28	19	22
December	15	21	26	30	27	28	38
TOTAL	176	214	212	207	250	286	296

### ACCIDENT LOCATIONS

U.S. Route 1	445
U.S. Route 107	34
U.S. Route 99	23
Main Street	124
Lincoln Avenue	102
Walnut Street	163
Essex Street	93
Central Street	58
Winter Street	8
Hamilton Street	20
Water Street	4
Ballard Street	10
Saville Street	12

### AGES OF OPERATORS INVOLVED

16-19 years	223
20-24 years	364
25-35 years	734
36-44 years	352
45-54 years	308
55-64 years	179
65-74 years	135
75 years and older	100





## PUBLIC WORKS DEPARTMENT

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SUBMITTED BY JOSEPH ATTUBATO, DIRECTOR OF PUBLIC WORKS

THIS DEPARTMENT IS COMPRISED OF THE FOLLOWING DIVISIONS:

ADMINISTRATION	ENGINEERING
BUILDING MAINTENANCE	WATER
ELECTRICAL	SEWER
FORESTRY & PARKS	MOTOR VEHICLE MAINTENANCE
HIGHWAY	

### ADMINISTRATION:

This department has the responsibility of making the payroll for all the Public Works employees, which totals 34 people. This staff also takes care of all citizens complaints and coordinates them with the Public Works yard. The Public Works office is staffed by Barbara Cimmino and Joan Hynes. They take care of water and sewer billing, this is done semi-annual for approximately 8,100 accounts. The water meters are read in February and again in August. They also take care of homes, condos that are sold which means that water and sewer bills have to be updated and transfers made to the new owners.

The Public works office is responsible for Public Works projects such as water, highway, and sidewalks by processing bills and payments. This office also handles ice and snow problems during the winter months. When snow plowing operations are in affect Mrs. Hynes is at the Public Works yard and is in charge of all time cards for contractors and Public Works employees. She makes sure they all punch in and punch out and processes bills for payments. Mrs. Hynes does an excellent job in this area.

### BUILDING MAINTENANCE:

This department is responsible for maintaining thirteen public buildings and eight school buildings.

TOWN HALL - Minor work was done, floor tiles, windows replaced, assisting in installing new computers. Taking storms windows on and off.

AMERICAN LEGION BUILDING: - Minor carpentry work tiles, windows doors, as well as minor electrical.

D.A.V. - Minor electrical work and carpentry was done.

POLICE STATION: - Minor carpentry was done and electrical, in the cell block.

FIRE STATION: - Minor carpentry was done in the watch station.

ESSEX STREET FIRE STATION - Minor carpentry work and electrical, windows and switches.

MAIN SEWER STATION: - Electrical and plumbing work was done.

STACKPOLE FIELD: - Repairs were made on the wooden bleaches. Visitors club house was painted inside and out.

PUBLIC WORKS BUILDING: - Electrical and carpentry work was done.

SENIOR CENTER : - Carpentry and electrical work was done.

SAUGUS HIGH SCHOOL : - Many ceiling tiles were replaced lights, and ballasts were replaced and electrical work was done.

VETERANS MEMORIAL SCHOOL - Ceiling tiles were replaced as well as electrical work, ballasts, and switches.

LYNNHURST SCHOOL - Minor carpentry work plumbing and electrical was done.

OAKLANDVALE SCHOOL - Electrical and carpentry work was done as well as having a new tubes installed in the boiler.

WAYBRIGHT SCHOOL - Minor carpentry work, window replacement and electrical work was done.

EVANS SCHOOL - Minor carpentry work and electrical work was done.

BALLARD SCHOOL - Minor work carpentry and electrical.

MIDDLE SCHOOL - Carpentry work and electrical work was done.

ADMINISTRATION BUILDING - Minor electrical work was done.

FORESTRY DEPARTMENT - This department is staffed by 2 people William Vatcher is the Foreman and Mr. Wendell his assistant. They are both tree climbers and quite capable doing tree work. There were approximately 25 trees taken down by private contractors with the help of the tree department. There were approximately 30 small trees taken down by our own department. Many trees were trimmed and pruned this year also, many stumps were ground out.



FORESTRY DEPARTMENT - (Continued) Many trees were lost again this year because of Hurricane Bob in the fall as well as age.

PARKS DEPARTMENT - This department is staffed by three people, Mr. Stack, foreman, Mr. Penachio and Mr. Vater. They are responsible for maintaining approximately 200 acres of parks. They coordinate with Mr. Genolfi of the School Department for school activities such as baseball, softball, soccer, football and track. They also work with the Playground Commission for their activities, as well as Babe Ruth, Pop Warner, National and American League as well as the Softball League. The fields are Anna Parker, Hurd Avenue, Stocker, High School, Middle School, Stack Pole, Oaklandvale and Elks.

SEWER DEPARTMENT - This department has 3 men to maintain nearly one hundred sixty miles of sewer main, one main sewer station that pumps approximately 4 million G.P.D. and six Sub-Stations. Mr. Bourgeois is the Sewer Foreman with Mr. DiNocco and Mr. Nuzzo as assistants. These stations are maintained every day. There is also a small flushing program of sewer lines that do not flow properly. They also work on storm drains as well as replacing sewer connections that are blocked or broken.

WATER DEPARTMENT - This department is staffed by three men Mr. Waugh, foremen, Mr. Capone and Mr. Barressi. Mr. Parks General Foreman spends a great deal of time on this department because of the great amount of work that goes on such as maintaining nearly 160 miles of water main nearly 1000 hydrants and 8,000 water meters. There are constant calls for leaking meters, turning water off and on for plumbers. Also, water breaks that have to be repaired. there is also water sampling that takes place every Tuesday and is taken to the M.W.R.A. laboratory.

MOTOR VEHICLE MAINTENANCE - This department is made up of 2 men the foreman Mr. Morelli and his assistant Mr. Blasingame. They are responsible for over 40 pieces of equipment, oil changes, tires motors, rear ends, shocks, electrical problems on equipment clutches, body work and paint jobs.

CUSTODIANS - There are two men involved with custodial duties at the Town Hall and Police Station. They are Mr. Johnson and Mr. Howlett.

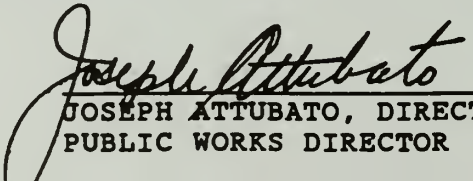
HIGHWAY DEPARTMENT - This department is made up of four men. Mr. Small the foreman, Mr. Cardalisco, Mr. Ficociello and Mr. Fitzgerald. This department is responsible for street signs that need replacing, center lines on all major streets.

HIGHWAY DEPARTMENT - (Continued) Also, crosswalks near all school buildings, Saugus Center, Clifftondale Square sidewalk work. and storm drains. Also putting out approximately 120 sand barrels and filling them where ever needed in the town.

ENGINEERING DEPARTMENT - This department is staffed by 2 people, Mr. Randazzo who is in charge and his assistant Mr. DiFonzo. There work is as follows:

1. Updating and maintaining the assessors plans of the town.
2. Updating the zoning maps.
3. Supply information to surveyors concerning street lines and lots.
4. General engineering inquiries.
5. Reproduction of plans.
6. Supply information and location of water and sewer service services.
7. Prepare a graphic picture of zoning article changes.
8. Supervised and monitored and layed out the plans for the water main installation in Clifftondale Square abandoning the old 8" cement main of 90 years and going to the 20" cast iron 1" thick main. Installing 8" ductile on Laurel St., Myrtle St., Lindwood St., Mt. Vernon St. Atherton St., Hayden Road. All of these streets have black colored hydrants, poor water pressure. This work was done in conjunction with the Fire Department.
9. Supervised and lay out the resurfacing program on Central St. from Taylor to the Iron Works. Main St. from the rotary to Summer St.
10. This department also draws plans and gets quantities in for all water jobs for bid highway resurfacing, and sidewalks. For a 2 man department they do quite a lot of work. They work closely with the Public Works personnel especially on the water and sewer department.

In total 1992 was a good year for water main installation and a not so good year on street resurfacing, because the state did not free money in time to communities, hopefully in 1993 it will be a better year for street resurfacing. Mr. Collins, Town Manager and Mr. Cardillo, Finance Coordinator, have been very supportive of Public Works.

  
JOSEPH ATTUBATO, DIRECTOR  
PUBLIC WORKS DIRECTOR





## PURCHASING DEPARTMENT

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### 53 BIDS/QUOTES ISSUED

SERVICES:	18 BIDS/QUOTES		
	13 CONTRACTS/AWARDS	=	\$3,079,951 +/-
CONSTRUCTION:	7 BIDS/QUOTES		
	6 CONTRACTS/AWARDS	=	\$599.446 +/-
GOODS/EQUIPMENT:	28 BIDS/QUOTES		
	27 CONTRACTS/AWARDS	=	\$536.995 +/-
<u>PURCHASE ORDERS APPROVED</u>	1,002	=	\$467,909

MARCIA F. ROLLI  
PROCUREMENT OFFICER

1992 BIDS				
CONTRACT	DEPART.	AWARDED TO	CONTRACT VALUE	CONTRACT LENGTH
FLOOR FINISHES	SCHOOL	MURNELL WAX CO.	8.250 +/-	(2 YRS)
PLUMBING SERVICES	INSP.SVC	REJECTED	- - -	
ELECTRICAL SERVICES	INSP.SVC	WITHDRAWN	- - -	
VAN RADIO	SR.CTR	DISPATCH COMMUNICATIONS	2.040	
PAVING	DPW	D & R GEN. CONTRACTING	183,488 +/-	
DRAPES	SCHOOL	WALKER INC.	7.185	
VITALE LANDSCAPING	DPW	GREAT NORTHERN CONST.	128.876 +/-	
SCHOOL TRANSPORTATION	SCHOOL	REJECTED	- - -	
SPECIAL NEEDS TRANSPORTATION	SCHOOL	REJECTED	- - -	
FRONT END LOADER	DPW	SOUTHWORTH-MILTON	44.498	
FAX MACHINE	PUR	OMNI OFFICE EQUIPMENT	1.850	
PHOTOSTAT MACHINE	PUR	BUSINESS EQUIP. DEPOT	10.599	
LOADER/BACKHOE	DPW	CASEY & DUPUIS	44.970	
ART & GENERAL SUPPLIES	SCHOOL	VARIOUS	25.706 +/-	
ROTARY MAINTENANCE	DPW	MARSHALL LANDSCAPING	28.100	(5 YRS)
INTERIM SCHOOL TRANS.	SCHOOL	FIORE BUS SERVICE	34.913	
CRUISERS	POLICE	NATICK AUTO SALES	56,883	
ATHLETIC EQUIPMENT	SCHOOL	VARIOUS	12.772 +/-	
INSURANCE	PUR	VARIOUS	666.551 +/-	
ROAD SALT	DPW	AKZO SALT	40.000 +/-	
PAVEMENT MARKINGS	DPW	EASTERN CENTERLINE CO.	11.259 +/-	(3 YRS)
MODIFIED VAN	SR.CTR	DANVERS MOTOR CO.	26.702	
PAVING	DPW	BROX INDUSTRIES	158.432 +/-	
SCHOOL TRANS. REBID	SCHOOL	FIORE BUS SERVICE	946.944 +/-	(5 YRS)
SITE SURVEY	CON.COMM	GULF OF MAIN RESEARCH	1.500	
TYPEWRITER MAINTENANCE	SCHOOL	TOWN OFFICE EQUIPMENT	2.610	
COMPRESSOR	ARENA	MILWARD REFRIGERATION	18.800	
PARTS REPLACEMENT	CLERKS	D.V. DIE CUTTING	1.800	
VEHICLES	DPW	VARIOUS	89.062	
PRINT STREET LISTING	CLERKS	QUEBECOR AMERICAN BOOK	1.500	
INTERIM SPEC. NEEDS TRANS.	SCHOOL	FIORE BUS SERVICE	76.891	
COMPUTER	ASSESS	FRETTER	2.200	
COMPUTER, ETC.	TREAS	REJECTED	- - -	
AIR SYSTEM	FIRE	INDEPENDENT COMPRESSOR	20.909	
BURSTER & DELEAVER	ACTG	UARCO INC.	3.215	
SPEC.NEEDS TRANS REBID	SCHOOL	FIORE BUS SERVICE	1,302.921 +/-	(5 YRS)
COMPUTER SYSTEM	POLICE	VARIOUS	68.629	
VENT SYSTEM	SCHOOL	LYNHURST PLUMBING	21.200	
WATER MAIN CONSTRUCTION	DPW	GREAT NORTHERN CONST.	75.102 +/-	
SNOWPLOWING SCHOOLS	SCHOOL	K & H SERVICES	UNKNOWN	
SIDEWALK CONSTRUCTION	DPW	GREAT NORTHERN CONST.	32.348 +/-	
CATCH BASIN CLEANING	DPW	REJECTED	- - -	
COMPUTER SOFTWARE & SVCS	ASSESS	PATRIOT PROPERTIES	17.800	
PRINT CENSUS FORMS	CLERKS	BUSINESS RECORDS CORP.	1.542	
ENVELOPES	TREAS/SCH	CONNECTICUT VALLEY ENV.	1.400	
ROAD SAND	DPW	NEWBURY TRUCKING	9.999 +/-	
DRAPES	SCHOOL	BOSTON WINDOW	6.000	
SUBSURFACE INVESTIGATION	CON.COMM	S.P. ENGINEERING	5.220	
WORK UNIFORMS	FIRE	BEN'S UNIFORMS	5.551	
CHAIRS	SCHOOL	ROBERT H. LORD CO.	4.557	
INFRA-RED PATCHING	DPW	REJECTED	- - -	
WATER CONST. MATERIALS	DPW	H.R. PRESCOTT	4.773	
PRINT 1991 ANNUAL REPORT	PUR	FINANCIAL PUBLISH. CO.	845	

TOTAL: 4,216,392 +/-



## SCHOOL DEPARTMENT

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WILLIAM P. DOYLE, JR., SUPERINTENDENT OF SCHOOLS  
23 MAIN STREET, SAUGUS, MASSACHUSETTS, ESSEX COUNTY 01906

SUPERINTENDENT OF SCHOOLS

SPECIAL EDUCATION DEPARTMENT

INTEGRATION DEPARTMENT

DEPARTMENT OF PHYSICAL EDUCATION AND ATHLETICS

FINE ARTS DEPARTMENT

BALLARD SCHOOL

EVANS ELEMENTARY SCHOOL

LYNNHURST SCHOOL

OAKLANDVALE SCHOOL

VETERANS MEMORIAL SCHOOL

WAYBRIGHT SCHOOL

BELMONTE MIDDLE SCHOOL

SAUGUS HIGH SCHOOL



The Saugus Public Schools has an enrollment of 3,353 students. The grades are:

Pre-School	Oaklandvale School
Pre-School	Lynnhurst School
Grades K-4	Ballard School
Grades K-5	Evans - Lynnhurst - Oaklandvale - Veterans Memorial - Waybright
Grades 6 - 8	Belmonte Middle School
Grades 9 - 12	Saugus High School
Un-graded	High School Extension School

For the first time in the history of Saugus Schools a "Kids Come First" program was implemented at the Belmonte Middle School. The program services all school children for care before and after school, with bus transportation to their respective schools. The only exception is no care for the Kindergarten split sessions at this time. So far the program has been well attended and the parents are quite satisfied. A minimal fee is charged that offsets the expenses for staff and busing.

The winter of 1992 was a mild one and the system was fortunate not to have any days off due to inclement weather. Lets hope that the fall will be the same.

The Integration at the Belmonte Middle School is running smoothly and the "Team" teaching approach has been rewarding for students and teachers alike.

The School Budget for FY-1992/93 was approved by Town Meeting to the amount of \$13,275,131.-

The systemwide roofing/repair program has been completed to the satisfaction of all. As the heavy rains of December 11, 1992 proved,

All school activities and field trips, as well as graduation, were completed with no problems. Graduation was held on Sunday, June 7, 1992 to a glorious day.

During the summer months the school buildings received cleaning and painting and any repairs needed.

School opened on Tuesday, September 8, 1992 on a staggered basis as the previous year. Busing went smoothly considering the system did not have a valid busing contract and we were on the previous contract regulations.

Meetings with staff in reference to Civil Rights Acts have been ongoing and instructions have been forwarded to the schools pertaining to printed materials to parents and job postings.

On December 11, 1992 the Town Manager called into effect the "Flood Plan Evacuation" due to Flood/Rain/ Snow/ Winds instructions from the weather department on an upcoming storm to hit the entire East Coast from No. Carolina to Maine. Which it did, causing severe flooding, gale winds and heavy snow fall in the interior. Saugus fared well, with not much flooding. The town uses The Ballard School and the Saugus High School as evacuation points. The Ballard School being situated in the "Flood" area of East Saugus. All town personnel cooperated and minimal damage reported. The school roofs proved to be fine after the heavy winds and driving rains of this storm.

During the Fall of 1992 the school system was able to re-install some positions that had been discontinued due to budget constraints. The positions posted were:

- Elementary School Nurse
- Elementary Music Teacher
- Elementary Reading Teacher



The School Committee decided to open up some areas in the Science and Health departments for specialization. So two positions were posted for Science Specialist and Health Specialist. These two programs are running well and the health program will address some important issues of "this modern world".

Band Director Jerome Mitchell retired in June and a new Band/Chorus Instructor was elected-Frank Lynn. He has proved to be very innovative and along with the Middle School Music teacher and the new Elementary Music teacher has provided us with a good solid music program systemwide.

The Early Release schedule for teacher workshops has been a great help in structuring classroom teaching for the up-grading of new ideas.

Up-coming Budget requests for FY-1993/94 are being sent to the Business Manager. These will be scrutinized very closely and all requests must be very necessary before being granted.

Our computer programs are in full swing and all schools benefit from the use of the computers - even the lower grades are being instructed in their use.

The school system moved two classrooms (Grade 5) from the Ballard School to the Veterans Memorial School, intact, so that students did not feel "displaced". This seemed to be the better option rather than installing portable classrooms in the school yard of the Ballard School.

School Committee Members:	Daniel O'Brien Mary Burke Richard Berry Edmund Nazzaro Carla Scuzzarella	Chairman Vice-Chairperson
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Superintendent of Schools:	William P. Doyle, Jr.
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Principals:	Ballard School Evans School Lynnhurst School Oaklandvale School Veterans Memorial School Waybright School Belmonte Middle School Saugus High School	Frank Cause Kathleen Stanton Mike Tanen William Vitagliano Victor Leone Earl Ellis John Serino Kenneth Fabrizio
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Director of Special Education:	Robert Clark
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Submitted by:	William P. Doyle, Jr. Superintendent of Schools
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December 30, 1992  
jhs



CO-TAUGHT CLASSROOM GRADE 2  
 VETERANS' MEMORIAL SCHOOL  
 CO-TEACHERS: MS. MCGONAGLE AND MS. GILL



CO-TAUGHT CLASSROOM GRADE 6  
 THUNDERBIRDS  
 BELMONTE MIDDLE SCHOOL  
 CO-TEACHERS: MS. CAGGIANO AND MS. DAVIS





CO-TAUGHT CLASSROOM GRADE 9  
 SAUGUS HIGH SCHOOL  
 CO-TEACHERS: MR. BERNARD AND MS. SKAHAN



HIGH SCHOOL DRAMA CLUB WITH DRAMA GUILD AWARD



WAYBRIGHT SCHOOL "FANTASTIC WORK AWARDS"



SARAH CARMODY, S.H.S. CHEERLEADER  
WITH COMPETITION TROPHY





SPRING P.T.O. SOFTBALL GAME



DEPARTMENT OF PUPIL PERSONNEL SERVICES  
SPECIAL EDUCATION

The Administrator of Special Education, Mr. Robert J. Clark, continues to follow the mandates established under the regulations for the implementation of Chapter 766 of the Acts of 1972: The Comprehensive Special Education Law.

Thirteen point five percent of Saugus school age children (3 - 22) are currently being serviced on Individual Plans. The plan contains pertinent information about the student's handicapping conditions, performance levels, and teaching strategies to be implemented in meeting very specific goals and objectives. All goals and objectives are met by certified special education personnel in the areas of:

Mild Moderate Special Needs  
Teacher of Young Children with Special Needs  
Speech/Language Pathologists  
Counseling  
Occupational Therapists  
Physical Therapists  
Adaptive Physical Education Therapist  
Teacher of Vision Impaired  
Teacher of Hearing Impaired

The aforementioned list does not preclude the contracting of other specialists as dictated by the child's specific needs on the Individual Educational Plan.

The special education programs in Saugus consists of substantially separate resource rooms on all grade levels. These resource rooms on the elementary level consist of two Early Childhood, one Primary Learning Center, two Intermediate Learning Needs Resource Rooms, and two resource rooms focusing on the affective needs of children.

These programs continue throughout the secondary; however, since the primary goal of the Special Needs Department is to include most students in regular education, integration, using a Co-Teacher model is strongly encouraged and implemented.

In furthering staff development, principals have been trained in their new role as TEAM Leaders in the development of the Individual Educational Plan.

Parents of preschool age children have been attending monthly workshops in the evening dealing with issues associated with child development: i.e., cognitive, motor, and social gains within the normal developmental range.

Also, in compliance with the mandates of Chapter 766, the Special Education Department has offered screening of three and four year olds for the purpose of identifying and remediating possible learning disabilities.

Twelve members of the learning needs staff were trained in the administration of the Woodcock-Johnson Revised Cognitive/Achievement Test.

The Coordinator of Integration has continued to work with principals relating to the prereferral process and documentation as mandated in Chapter 766.

The Administrator of Special Education continues to meet monthly with the Special Education Subcommittee of the Saugus School Committee.

Kindergarten screening is scheduled to be conducted by Learning Needs Staff Members in the Spring of 1993.



January 12, 1993

RESTRUCTURING OF THE SAUGUS PUBLIC SCHOOLS

In May 1990, the Superintendent of Schools appointed me to integrate all schools from grade Kindergarten through grade 12. Along with an appointed district-wide Steering Committee, our first major task was to develop a Mission Statement which would be used as a general statement of purpose and a guide to the system-wide implementation of the restructuring of the Saugus Public Schools. Our second task was to delineate the role of the Steering Committee in the change process and our third task was to develop an organization plan of all the players in this system-wide undertaking. These players included not only teachers, supervisors, directors and administrators but the parents of the students who would be involved by this restructuring process.

DEFINITION OF INTEGRATION

Integration is the restructuring of curriculum and instruction to provide a more heterogeneous learning environment for all students to engage in academic pursuits. The purpose of our schools is not only to prepare students for employment after graduation but for them to become enlightened citizens in a democratic nation. Previous sorting and arbitrary selecting practices based on student "deficits" or "gifts" have had a definite negative effect on the self-esteem of children in the elementary and middle school grades.

THIRD YEAR OF CHANGE

We are presently in our third year of change. All elementary schools, the Belmonte Middle School and grades nine and ten at Saugus High School are now integrated. Approximately 75% of all our special needs students are being taught in regular education classrooms using a Co-teaching Model. This model involves the use of regular education teachers and learning needs specialists working together in a regular classroom setting.

Using grant money awarded to Saugus, extensive in-service retraining for administrators, teachers and parents in the understanding of integration was offered throughout the school year.



-2-

The two pillars upon which our country is based are "universal suffrage and universal school." Mortimer Adler (1982) in The Paideia Proposal states,

"... the democratic promise of equal educational opportunity, half fulfilled, is worse than a promise broken. It is an ideal betrayed. Equality of educational opportunity is not, in fact, provided if it means no more than taking all the children into the public schools for the same number of hours, days, and years. If once there they are divided into the sheep and the goats, into those destined solely for toil and those destined for economic and political leadership and for a quality of life to which all should have access, then the democratic purpose has been undermined by an inadequate system of public schooling. '... The best education for the best, is the best education for all'."

Submitted by: Anthony De Matteo  
Director of Integration

# *Department of Physical Education and Athletics*

SAUGUS HIGH SCHOOL • SAUGUS, MASS. 01906

MICHAEL P. GINOLFI  
DIRECTOR

TEL. 231-8032



## **SAUGUS SACHEMS**

I have decided to start this report with an introduction of the Physical Education Department including a description of existing programs, recent additions and improvements, and goals and objectives for the future.

The Saugus Physical Education Program consists of ten teachers offering instruction in grades K-12, two elementary teachers rotating to six schools where the students meet once every 7 days. The Program also includes four teachers at the middle school where classes meet 2 times per week. In addition, middle school teachers also teach a comprehensive health curriculum one day per week. At the high school the Program consists of four teachers where students meet 2 times per week for classes. Within this curriculum we offer, as an elective, "Fitness For a Healthy Lifestyle". This course is offered in conjunction with the Science Department. Next year our plan is to offer this course through the Physical Education Department to all Freshmen.

Our Athletic Program operates under the jurisdiction of the M.I.A.A. within the Northeastern Conference. Saugus offers seventeen varsity teams, nine junior varsity teams and five freshmen sports. Over 400 individual athletes participate in the program. We employ 34 coaches, one all-sports athletic trainer, and one equipment manager/athletic treasurer. We have recently added boy's and girl's eighth grade basketball, and look forward to the possibility of expanding programs for the middle school as well.

I feel the Athletic Program is an extension of the school day. Our first goal is education and this process does not stop with the bus bell. Much valuable teaching takes place on our athletic fields.

## FINE ARTS DEPARTMENT

### THE FINE ARTS DEPARTMENT IS RESPONSIBLE FOR ART, MUSIC, AND THEATER IN GRADES K - 12

This year the Fine Arts Department welcomed Mr. Frank Lynn, High School Band and Chorus Instructor, and Mr. Jamie Freemont-Smith, Elementary Music Teacher. Innovative and exciting things are happening in the world of music here in Saugus: Instrumental lessons are being given, free of charge, in all of the schools; an elementary band has been added to the program; the middle school and high school bands are growing and now have a solid feeder program; a chorus has been reintroduced at the high school and several new music courses have been added to the curriculum.

The art world was enriched by a Saugus High School art exhibit at the Atlanticare Hospital; art is now available, as an elective, to all seventh graders; the elementary schools art work has been sprucing up the School Committee room; the high school recently had its twenty-seventh annual art show and, beware the high school photography students...they have been known to "shoot" at anything!

Meanwhile off Broadway: The elementary schools have a new Drama Coach, Bill Palmerini, whose first town-wide production was a tremendous hit. Mr. Palmerini will be offering creative dramatic workshops after school and will direct two productions a year.

The middle school has two performing arts classes and a growing Drama Club. Under the direction of John Gould the middle school presented "The Crucible" and will be working on another production for the spring.

There are also Performance and Technical Theater courses offered at the high school and the High School Drama Club, under the direction of Nancy Lemoine, is the largest club at the school. The High School Drama Club has produced "The Wizard of Oz" and "Oliver" as town-wide productions; has successfully competed in the Massachusetts High School Drama Guild Festival, going on to the second round with "The Actor's Nightmare," and will soon begin rehearsals for "Little Shop of Horrors."

The Saugus High School cheerleaders, also esteemed members of the Fine Arts Department, have been exceptionally busy providing motivation and spirit at football, hockey and basketball games. Under the watchful eyes of Coaches Karen Shipulski and Audrey Brienza this squad has attained admirable status by entering many competitions and bring home a record number of trophies. This squad has also qualified and received an invitation to the prestigious Canadian American Competition held at Myrtle Beach, S.C.

Through the arts we attempt to encourage and support individual expressions of creativity and self-expression; enhance self-esteem and provide for the aesthetic development of each student, the arts and all they represent are basic to us all...to our spirit, to our need to be creative, to our human "wellness."



## BALLARD SCHOOL

The year 1992 at the Ballard School was exciting, challenging and productive. The students, staff and parents contributed to create a positive and supportive school environment. Enrollment has steadily increased each year. Our space needs continued to be of great concern to us.

The most visible signs of academic and personal growth in our students was demonstrated at our Art/Book Fair and Field Day. The Ballard Staff and students refine the reading/writing process throughout the year in preparation for this April event. Art works and books written and illustrated by all students, Kindergarten to grade 5 were on display for parents to read and view. Also, our fourth grade students scored above the state average on the Massachusetts Educational Assessment Test program. The Ballard school scores were excellent in all academic areas.

Our students' caring and concern for others is highlighted at Christmas. Kids give up deserts to donate to the Item Santa and bring in canned goods for the Parish Food Pantry.

Field Day in June is organized for group and personal challenges in a non competitive atmosphere with no ribbons being awarded. Students, staff, and parent volunteers work cooperatively on the fun filled exhausting day.

Our staff gained expertise in the craft of teaching in a variety of ways this year. Through workshops on cooperative learning, integration, and math teachers developed lessons based on new skills developed. Through the formation of the Ballard Teachers Assistance Team (BTAT) and the Ballard Building Committee (BBC), teachers and parents are becoming empowered to make decisions that effect their students progress.

Parent volunteers and our Ballard Parent Teacher Organization provide a vital link in our partnership to educate Ballard students. They made a significant difference in the educational environment of our students.

Parent volunteerism is a strong part of the fabric that makes our school special. Parents help each day acting as aides in Kindergarten, or as tutors in reading, writing or math, at any grade level, to noon aide or library aide.

The Ballard PTO has provided library books, equipment, buses and paid for many culturally enriching experiences that would not be available to students otherwise. Their support and appreciation of the teaching staff and high goals for education in Saugus is most commendable.

The Haunted House and Halloween Parade in October, The Ziti Dinner in January, the Pancake Breakfast in April and the Rollerworld Parties are traditional events that develop a spirit of community. A good example of spirit is the Haunted House. Weeks of preparation by various sub committees gel on a mysterious magical night.



**VERNON W. EVANS SCHOOL**

East Denver Street • Saugus, MA 01906

231-5075

KATHLEEN M. STANTON  
Acting Principal

ANNUAL REPORT

January 11, 1993

Welcome to the 1992-1993 academic year at the Evans School! Since September the school has undergone a face lift: the playground was resurfaced, the fence was repaired, the graffiti was removed, the cafeteria received a new exhaust system and steam table, the boiler was repaired, and new water bubblers were installed. The P.T.O. purchased dry erase boards for each classroom, an overhead projector, and three new mats that don the school logo. The Evans "E" can now be seen coming and going.

Despite this very good news, the sad news is several of these improvements maybe undone by vandals. Town officials are developing an aggressive multifaceted approach to vandalism and although elementary children are not believed to be the perpetrators of this vandalism, we adopted the slogan "We Take Pride in Evans School" in the belief that it is hard to destroy or watch being destroyed something you value and have worked to maintain. Our goal was to help students invest themselves in the care and maintenance of the building that houses our "school family".

Since the cafeteria had a new look, it was the target of our first "We Take Pride in Evans School" activity. The three lunch groups were challenged to leave the cafeteria as clean as they found it. Each day one lunch group was recognized as the "neatest eaters" and received a sticker. Twelve stickers were rewarded with extra recess time. The cafeteria has never looked cleaner!

The consequences for inappropriate behavior also changed. If a student's behavior violates the school's code of behavior, then the student must not only give up his/her recess, but also make restitution. This may take the form of clearing trash, leaves or excess sand from the playground, sweeping out puddles and other chores that help maintain the facility.

In an effort to reach out to other children, students recorded books on cassette tapes and donated them to North Shore Children's Hospital. Patients will be able to listen to a sustaining book, such as would help and comfort a sick child.

The generous spirit of the Evans Community was demonstrated when families were called upon to contribute to the United Parish Food Pantry. The drive was an enormous success. A van full of non-perishable food items was collected.

The gift of giving continued when Evans students chose to forego the traditional exchange of Christmas gifts. Instead, they made a contribution to Item Santa. Once again the Evans Community outdid itself! A check for one hundred sixty dollars was sent to Item Santa from the Evans School children. As Walt Whitman expressed it so eloquently in *Song of Myself*: "When I give, I give myself." So, too, when Evans families give, they give of themselves.

Parents have also come forward to contribute their time and energies. In addition to a very supportive P.T.O., the Evans School organized a hospitality committee, a roster of room mothers, several noon aide volunteers, a budding publishing committee, and a building committee to oversee all decisions related to integration. Certainly, this report would not be complete without recognition of the backbone of the Evans School -- its teachers! They work tirelessly to challenge children to succeed. All of us at the Evans School who share the responsibility for the children are in the unique position of daily witnessing the promise and joy that they can provide. We celebrate the presence of children among us!

LYNNHURST SCHOOL ANNUAL REPORT 1992

Nineteen hundred and ninety-two was a very successful year at the Lynnhurst School in terms of academic achievement as well as the many social and cultural activities that we were able to provide for our students.

By far the most significant academic success is our Integration Program. In this program students who receive learning needs assistance do so within their own classroom rather than being pulled out to work in a separate area. In this way many other children within this regular classroom can also benefit from the expertise of our learning needs specialist.

Other programs that I would consider a great success are our Read-at-Home Program, Annual Essay Contest, and our Annual Spelling Bee.

The voluntary Read-At-Home Program encourages all of our students (and parents as well) to read during their free time and rewards them monthly with small prizes or certificates for a personal size pizza provided by our P.T.O. and Pizza Hut.

Our Annual Essay Contest for grades three through five is sponsored by our Language Arts Department and develops writing and thinking skills. The top writers receive their awards at a special ceremony before the School Committee in late spring.

Each winter the teachers hold elimination rounds to determine who will be among the thirty finalists in the Annual Lynnhurst Spelling Bee. The winner of this contest goes on to compete in the Lynn Item sponsored regional spelling bee at Lynn City Hall Auditorium and possibly on to the Nationals in Washington, D.C.

This year for the first time we held a school-wide celebration of National Young Readers Day with skits, dress-up characters, story quilting, T-Shirt decorating and narrative poetry. This was an outstanding program with each class participating.

As always our outdoor education trip for fifth graders to Horizons for Youth in Sharon was a rousing success. There is nothing like living in a cabin for a week and learning with them for a principal to get to know his students and vice-versa.

On the other side of the coin, from a social view-point, I would point to our series of cultural programs, our Student Council and our Field Day as major successes.

Some of our memorable cultural events were entitled the Discovery of Columbus, Meet the Musician, Mr. Wizards Supermarket Science and The Lorax.

This year we improved upon the election of Student Council members by adding a voter registration component to the election process.

Some of our Student Council Activities have been a food drive to benefit local soup kitchens, a fund raiser to provide toys for local needy children at Christmas, Hall Monitor Program and our Annual Arbor Day planting.

Our tenth Annual Lynnhurst Field Day took place in late May with over seventy-five volunteer parents working to provide a fun-filled day of activities for our entire student body.

The Lynnhurst P.T.O., which is very active in fund raising to benefit our students, surprised all of our staff during Teacher Appreciation Week with a small gift for each of us.

We had a unique event take place last spring when the ladies from our P.T.O. challenged their counterparts from Oaklandvale School to a softball game. As a Lynnhurst supporter I can attest to the fact that both teams had a wonderful time and, lo and behold, it ended in a tie satisfying everyone concerned.

This spring another game has been planned with the Lynnhurst Ladies squaring off against the mothers from the Waybright School for more fun and games!!



**OAKLANDVALE SCHOOL****SAUGUS, MASSACHUSETTS 01906**

January 21, 1993

During the past year, the students and parents once again have been favored by a substantially competent faculty and staff.

Throughout the year, all members of the faculty have successfully participated in monthly in-service workshops to upgrade, improve our teaching techniques, and keep abreast of revisions and new directions in educational philosophies.

Within the confines of the established workforce, we have established cooperative teaching, as well as , cooperative living environments to accomodate the educational goals. An example of this program is the book buddy program that has been established under the direction of our reading teachers.

We would like to thank the P.T.O. for all of their cooperation throughout the school year, especially the U.S.map that is on our play area.

To School Committee woman, Mrs. Mary Burke and to Fire Capt. Charles Thomas our appreciation for their very important "Stop, Drop, and Roll" fire routine that they present annually to our students,

To our Mothers' softball team, a special thanks for their extra effort to give us a delightful softball evening.

William M. Vitagliano, Principal  
OAKLANDVALE SCHOOL

gn



VETERANS MEMORIAL SCHOOL

The Veterans Memorial School has an enrollment of 491 students. It offers a wide range of learning and recreational activities appropriate for Kindergarten students through to the 5th grade. The following activities and functions have taken place during the 1992 school year.

This year marks the transition of the Ballard 5th grade students to the Veterans School. The children have adjusted quite well to the new surroundings and have acclimated themselves with new friends and teachers.

Social Concerns Committee Veterans Memorial School

There are 10 students in grade 4 and 5 who are on the Social Concerns Committee. Susan Carney, a Special Ed. Teacher at the school coordinates the group. The committee ran a mock election in November. They collected over \$500.00 in pennies for a school that was affected by Hurricane Andrew. They have also collected 500 can goods for a Saugus Food Pantry. They are coordinating an effort to make valentines for Veterans' Hospitals. Each morning, announcements are made on the P.A. by one of the students.

The goal of the committee is to promote social concern on the local and national and global level. It is also to build school spirit. The committee has been in existence for 4 years.

Our P.T.O. is quite active, with Mrs. Susan McColgan as president. They have set up many cultural programs for our enjoyment this year. They also hosted Santa's Secret Workshop and a book fair. We appreciate all their hard work!!

On November 27, 1992 the second grade classes of Mrs. Joan Leonard, Mrs Jean Swanson and Mrs. Andrea McGonigle of the Veterans Memorial School presented their annual Thanksgiving Production to their parents and friends. The story of Thanksgiving was retold by the children. Many songs of Thanksgiving were sung. Children were dressed in Pilgrim and Native American costumes. After the program a dessert feast was enjoyed. A good time was had by all.

The staff and students are penpals with the staff and students of the Emblem School in Saugus, California. In November we received over 400 letters and in December we answered them and also sent a video. We are anxiously awaiting their reply. This project is led by Rita Gill.

In December attention was focused on the creation of an Elementary Drama program. The students from all 4th and 5th grades throughout the town participated in all aspects of the production "Christmas Kindness" under the direction of classroom teacher William Palmerini. The show was a great success. Another production is planned for the Spring.

Kindergarten students from Mrs. Magnan's and Mrs. Sidlauskas' class performed at their annual Christmas concert. The students were wonderful. It was a huge success.

Teachers and students throughout the school have been eagerly making contributions to the Boston Globe Student Newline, a weekly page devoted to student views on specific issues.

The Veterans Memorial School has a Birthday Book Club which was created to help acquire new books for the school library. Each student has an opportunity to purchase a book celebrating his/her birthday. This book has a special birthday label displayed on the inside cover. This is the third year of the book club and to date we have acquired over 500 new books. The children seem very excited to have a book donated in their name. This club is co-ordinated by Carol Doherty.

Each spring the Veterans Memorial School has a Book and Art Fair. This is the 8th year that we have displayed all of our students' art work and published books. The books are written and illustrated by the children using the writing process. We are very proud of all of our authors.

The physical plant at the school has seen many improvements in overall maintenance. These include new flooring, roofing, painting, doors, and emergency lighting.

The Veterans School continues to combine the Arts Lottery grant for the visible arts with its day to day programs. This program developed by Victor Leone, principal, has heightened student awareness of art.

All of the aforementioned activities combined with a dedicated staff make this school an exciting place to learn.

## 1992 WAYBRIGHT ELEMENTARY SCHOOL ANNUAL REPORT

The Waybright School, the newest of the town's elementary schools, is in its twenty seventh year of operation under the direction of Principal Earl W. Ellis. The school provides for an enrollment of over two hundred and eighty pupils in Kindergarten thru Grade 5. It has a full time faculty of thirteen teachers, six part time teachers and a support staff of eight.

Important events in 1992 included the following activities. In January the PTO heard from Principal John Serino and his staff from the Middle School. High School Peer Leaders visited the fifth grade with their drug education program. February brought a fifth grade orientation at Middle School. Programs included a presentation from the Saugus Ironworks and a visit from Rep. Steve Angelo. March featured the Kindergarten registration for the 1993 kindergarten. April is always a favorite with our fifth graders as they take part in their annual science camp at Horizons for Youth. May found the entire school going on a PTO sponsored trip to the Shriners Circus. The Saugus Police Dept. "Officer Phil" safety program was a hit with our younger students. A PTO cultural program "The Lorax" was enjoyed by all. Our fifth grade traveled to the Massachusetts State House for Rep. Steve Angelo's program on state government. Our PTO voted to adopt the Parent Advisory format and held a school yard clean up with almost two hundred showing up to help. The school year concluded in June with our Flay Day program at Heritage Heights next door. Other events included our annual Field Day and awards.

September found us returning to a school whose exterior was heavily vandalized during the summer. Thanks to our school committee, school administration and parents, repairs were quickly finished. Over thirty-five parents volunteered to work in projects such as our school library for the new school year. October brought a kindergarten trip to Drumlin Farm and our annual Halloween costume visit to Heritage Heights where the the residents provide a haunted house and treats for all. November it was "Open House" with over three hundred visitors and a fourth grade trip to the Peabody Museum. 1992 concluded with the Waybright Parent Advisory Board's "Breakfast with Santa", and a band concert by the High School band which all our students enjoyed.

Throughout the year children continued to receive recognition for their good work by receiving a Principal's Fantastic Work Award. A picture of one or the many groups of Waybright Fantastic Kids accompanies this report.



January 11, 1993

THE MIDDLE SCHOOL 1992

In the last 40 years there have been several key dates in the history of middle level education in our town. They would include, 1955, 1966, 1986, and 1992.

In 1955 middle level education in Saugus was centralized under the roof of the "old Saugus High School." Previously, grade 7 and 8 students attended either the Sweester School in the Cliftondale area or the annex portion of the high school on East Denver Street, which now houses the Evans Elementary School.

The next significant change occurred in September 1966, when a new junior high school was built and opened on Dow Street, the present site of our middle school. The new junior high school housed grades 7, 8, and 9. Then, in 1986 it was announced that grade 9 would be placed back into the high school and grade 6 would be moved into what we now call the middle school (grades 6, 7 & 8).

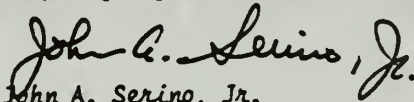
As this transition occurred it became clear that these younger middle level students needed a more personalized school setting. To investigate and research this task the Middle School Restructuring Task Force was created.

The investigation involved teacher and parent visitations to other middle schools in the area (10 in all) and the latest research in the organization of middle level education. One of the most influential research documents that guided the Task Force was the Carnegie Council on Adolescent Development report entitled "Turning Points," published in June, 1989. The Task Force and the Building Committee (made up of teachers and parents) both endorsed the Carnegie study and recommended to the Superintendent and the School Committee that this was the model that should guide the restructuring of our middle school. The School Committee unanimously accepted the recommendation.

Thus in September, 1992, the era of the Interdisciplinary Team Organization (I.T.O.) was introduced to middle level education in Saugus. This organizational structure creates nine (9) "schools within the school." Students are placed in heterogeneous clusters of 90-100 students. Four (4) teachers operate each team. Each teacher teaches one of the four (4) major or core subjects (math, language arts, science, and social studies). They share common students, common space, a common schedule and common planning-the four (4) major essentials of the I.T.O. While this is still a new and exciting concept to Saugus, it is one that is emerging nationally as the "way to go" with the middle level learner. It attempts to synthesize the personalized elementary school classroom with the more highly departmentalized and subject centered high school classroom.

Although we are in the beginning stages of implementation it is clear that the next major goal in the coming years will be to construct an interdisciplinary curriculum to enhance the effectiveness of this new middle level model. This will require bold curriculum leadership and resources to retrain our existing staff an opportunity that will be both exciting and challenging as we move toward meeting the twenty-first century educational needs of the children of Saugus.

Respectfully submitted,

  
John A. Serino, Jr.  
Principal



## SAUGUS HIGH SCHOOL

Jan. 19, 1993

### 1992 YEARLY REPORT

During the month of January the Class of 1992 took the mandated State of Massachusetts' Assessment test. The results were gratifying; especially when our results were compared to the economically developed suburbs - similar to Saugus.

In Reading the Comparison Band Score for communities similar to ours was between 1270 and 1320. Our score was 1420.

In Mathematics - the Comparison Band Score for communities similar to ours was between 1260 and 1310. Our score was 1350.

In Social Studies the comparison Band Score for communities similar to ours was 1250 - 1310. Our score was 1370.

In Science - the Comparison Band Score for communities similar to ours was 1270-1320. Our score was 1330.

In Writing the State average was 62%, our average for proficiency in writing was 88%.

During the month of February, Staff Development meetings and workshops were held. The areas of professional improvement concerning the high school staff were

Teacher Assistance Teams

Integration

Course Syllabi

In March, our annual parent/teacher Open House and the Grade eight parent's night occurred. Programming for next year was explained to parents. Guidance counselors began programming all students for next year's courses.

In April the Peer Leaders sponsored the Teen Awareness Day.

Topics, such as teen pregnancy, suicide, aids, alcohol and drugs were discussed by guest speakers. Senior Awards Night was planned by Mr. Moschella.

In May the Scholarship Committee began the process of electing seniors worthy of scholarships. This year over \$60,000. was awarded to the Class of '92. The Senior Prom and Senior Cook-out were very successful events.

In June, Graduation for the Class of '92 occurred. The profile for the Class of '92 is as follows:

Four Year Colleges/ Universities	51.1%
Two year colleges	22.2%
Other Schools	7.6%
Military	2.2%
Work	9.8%
Undecided	7.1%

In September, we welcomed the Class of '96. For the first time, Agenda Books and Course Syllabi were issued.

In October, we received a very favorable report from the New England Association of Schools and Colleges reiterating our full accreditation as an academic high school.

In November, a "crisis - intervention counseling team," associated with Melrose - Wakefield Hospital began. Twice a week, two counselors from Melrose - Wakefield visit our school to pilot a crisis counseling program.

Term I ended in November. The daily school attendance was 93.4%.

In December, the newly formed Transition Team met to plan activities for the incoming ninth grade class. Also, the Parent Advisory Board met for the third time to discuss ways of opening the line of communication between parents and staff. The first publicized newsletter was distributed during the December Open House.



1992 BOARD OF SELECTMEN







## BOARD OF SELECTMEN

JANETTE FASANO, CHAIRMAN  
RICHARD J. BARRY  
CHRISTIE CIAMPA  
ANTHONY COGLIANO  
PETER MANOOGIAN

The Board of Selectmen held thirty-six public meetings in 1992. The board consists of Selectmen Janette Fasano, Richard Barry, Christie Ciampa, Anthony Cogliano, and Peter Manoogian. All meetings were held at the Senior Center, 400 Central Street, Saugus, MA. Edward J. Collins, served as Town Manager.

### 1992 Highlights

Buster's American Barbeque, 910 Broadway closed its doors on January 6, 1992.

The Saugus Italian American Club was granted a special permit for off street parking at their new club on Bristow Street on January 21st.

Joseph Siciliano and James Primo obtained a common victualer's license for Circle Pizza II at 171 Broadway on January 21st.

The town manager restructured the parking clerk's job description on January 28th.

On February 4th M&G Liquors transferred their company's liquor license to NBD, Inc, d/b/a Liquorland, 4 Howard Street

A citation was presented to Richard Salvo for attaining the rank of Eagle Scout

Evaluation of town manager was held on February 27th.

On March 17th the following common victualer's licenses were granted by the board: Joseph Gallo, 28 Hamilton Street, Barrett's Seafood, 36 Hamilton Street, and Bun 'n Run, 114 Broadway.

On March 31st, Circle Pizza II applied for a beer and wine license at 171 Broadway.

On April 6th, the town manager reported that Weylu's had not made their payments to the town.

On April 6th, the town manager submitted the names of Peter Bogdan and George Brown to oversee Vitale Park.

On April 6th it was reported that the Accounting Department would develop a new payroll system.

On April 14, Robert DoOrio Salons applied for and received a special

permit to operate a beauty salon at 171 Broadway.

On April 14th, Foo Mee Corp and Croutons applied for and received common victualer's licenses.

On May 5th, the Board voted a special permit to Darol Duca on property located at 385 Essex Street.

On May 19th, the Board presented a citation to Marc Ciaramitaro for attaining the rank of Eagle Scout.

On May 26th, the town manager dicussed his plans for a liquor inspector.

On May 26th, Rick Berry resigned at Playground Director and Todd Magura was appointed in his place.

On May 26th, the Kasabuski Rink reopened.

On June 2nd, Joseph Attubato presented citations to the following student who won MWRA water conservation awards: Anthony Mehalian, Tiara Keleher, and Jill Rosso.

Also, the National Guard worked at Stocker Playground to re-serface the road.

On June 30, Marcia Wallace, Town Clerk, explained the re-districting proposal and Selectmen voted to accept Plan #2.

Also, Arthur Atkinson was granted permission to conduct a candlelight vigil on July 25th in honor of all who died in the wars.

Dawn Souza was introduced to the Board as the new reporter from the Saugus Advertiser.

On July 21st, Stevens Auto was granted a Class II auto dealer's license at 129 Ballard Street.

Also, Arthur Tomasi was granted at special permit to operate a golf driving range on Broadway.

On August 18th a public hearing was held on the failure of Weylus to live up to a payment plan.

On September 22, Tiberio Furtado, of Dunkin Donuts, was denied at common victualer's permit at 184 Broadway.

Also the Board voted to grant a 50% for Saugus residents over 65 years of age in obtaining a board ramp permit.

Also the town manager informed the Board that Weylu's was making timly payments to the town.

The Saugus Italian American Club sponsored a parade on September 27th.

On October 6th the Board voted to purchase a \$250.00 brick in memory of the Korean war dead.

Also on October 6th a task force was formed to investigate the parking problem in the Jackson Street area.

Selectman Ciampa asked the town manager whether Saugus residents would be considered for employment at the new shopping center.

Also on October 6th, the Board was told that the early retirement program would be too costly for the town.

On October 20th a parade permit was granted to the VFW to conduct a parade.

Also, the DeMatteo property was given over to the MDC.

On November 10th, newly appointed Police Chief Neil Meehan addressed the board and told of his plans to establish a crime prevention office, a domestic violations office, and appointment of a juvenile officer who will work with the school department.

Also, package store owners partitioned to open their stores on Sundays through the holiday season. Permission was granted by the Board.

On November 24th, Congressman Torkelson, Representatives Angel and Michale Leonard, an aide to Senator Boverini, addressed the board and outlined goals for the town.

Also, it was learned that the mural in the former Selectmen's meeting room over the police station was safely removed and stored.

On December 8th, many common victualer and liquor licenses were renewed.

Also the Army Corp of Engineers sent plans concerning the Saugus River project.

On December 15th, Mr. Cardillo outlined plans to collect monies owed the town and new methods of deposit.

On December 29th, the Selectmen voted to renew Buster's liquor license for 90 days and for company to honor all outstanding gift certificates.

Also, Mr. Collins told the Board that Weylus is paid up to date.



The Following licenses have been issued and fees collected by the Board of Selectmen

Common Victualers  
1993

Alvin Ords  
202 Broadway  
Saugus, MA 01906

Cedar Glen Golf Course  
60 Water Street  
Saugus, MA 01906

Baker's Choice  
38 Hamilton Street  
Saugus, MA 01906

Center Pizza  
312 1/2 Central Street  
Saugus, MA 01906

Barrett Seafoods  
36 Hamilton Street  
Saugus, MA 01906

Croutons  
94 Walnut Street  
Saugus, MA 01906

Bickfords's  
1093 Broadway  
Saugus, MA 01906 1 coin opt.

Dairy Barn  
35 Lincoln Avenue  
Saugus, MA 01906

Buckey's Pizza I  
48 Hamilton Street  
Saugus, MA

Dragon Island, II  
44 Hamilton Street  
Saugus, MA 01906

Bun' Run  
114 Broadway  
Saugus, MA 01906

Burger King  
P.O. Box 8819  
Cranston, RI 02920-0819

Dunkin Donuts  
533 Broadway  
Saugus, MA 01906

Boston Chicken  
168 Broadway  
Saugus, MA 01906

Dunkin Donuts  
1204 Broadway  
Saugus, MA 01906

Brigham's Ice Cream  
349 Broadway  
Saugus, MA 01906

Fickle Flounder  
343 Main Street  
Saugus, MA 01906

Bucky's II  
1325 Broadway  
Saugus, MA 01906

Friendly Ice-Cream  
77 Broadway  
Saugus, MA 01906

Carvel Ice Cream  
185 Main Street  
Saugus, MA 01906

Hammersmith Inn  
330 Central Street  
Saugus, MA 01906

Hungry Jims  
4A Howard Street  
Saugus, MA 01906



J & M Italian  
340 Central Street  
Saugus, MA 01906

Saugus, MA 01906

K-Mart  
180 Broadway  
Saugus, MA 01906

Soc's Ice-Cream  
67 Lynnfells Pkwy  
Saugus, MA 01906

Kanes Donuts  
120 Lincoln Avenue  
Saugus, MA 01906

Stefy's Subs  
240 Lincoln Avenue  
Saugus, MA 01906

Kentucky Fried Chicken  
1900 Colonel Sanders Lane  
Louisville, KY 40213

Sub Villa, Inc.  
259 Essex Street  
Saugus, MA 01906

Lena's Subs  
496 Lincoln Avenue  
Saugus, MA 01906

Subway Subs  
749 Broadway  
Saugus, MA 01906

Lendy's  
653 Broadway  
Saugus, MA 01906

T.C.B.Y.  
745 Broadway  
Saugus, MA 01906

Mama Kay's Pizza Time  
361 Lincoln Avenue  
Saugus, MA 01906

Taco Bell  
421 Broadway  
Saugus, MA 01906

McDonald's  
738 Broadway  
Saugus, MA 01906

Tumble Inn  
488 Lincoln Avenue  
Saugus, MA 01906

Mongolian Chinese Restaurant  
335 Main Street  
Saugus, MA 01906

Saugus Line Roast Beef  
237 Hamilton Street  
Saugus, MA 01906

Sears Roebuck and Company  
1325 Broadway

**AUTO DEALERS 1993- Board of Selectmen - Licenses****CLASS I:**

- |  |                                  |
|--|----------------------------------|
| 1. Aubin Sport Chalet<br>1161 Broadway       | 4. Owen's Motors<br>109 Broadway |
| 2. Fiore Bus Company<br>24 Bennett Highway   | 5. York Ford<br>1481 Broadway    |
| 3. Malden Grinding & Welding<br>109 Broadway |                                  |

**CLASS II:**

- |   |   |
|---|---|
| 1. A&A Auto Sales<br>113 Bennett Highway        | 11. Miller Auto Sales<br>17 Eagle Road                |
| 2. Action Auto Sales<br>21-4220 Hamilton Street | 12. New England Auto Sales, Inc.<br>19 Salem Turnpike |
| 3. Autohaus, Inc.<br>1134-1170 Broadway         | 13. New England Auto Sales, Inc.<br>20 Salem Turnpike |
| 4. B.H.L. Sales<br>3 Norcon Way                 | 14. Nickole Auto Body, Inc.<br>819 Broadway           |
| 5. Chapman Auto Body<br>M/A R88 Vine Street     | 15. Noah's Motors<br>622 Broadway                     |
| 6. Ciampa Auto Sales<br>233 Hamilton Street     | 16. Route #1 Auto Broker's Inc.<br>160 Broadway       |
| 7. Colonial Auto Sales<br>1753 Broadway         | 17. Stephen's Auto<br>129 Ballard Street              |
| 8. European Motor Werks<br>56 Denver Street     | 18. Synder Machine Company<br>190 Walnut Street       |
| 9. Jimbo's Auto Body<br>136 Broadway            | 19. Visone Motors, Inc.<br>108 Broadway               |
| 10. Ken's Car Care Center<br>20R Salem Turnpike | 20. Vree's Auto Sales, Inc.<br>Salem Turnpike         |

**CLASS III:**

1. New England Car Parts  
139 Ballard Street
2. Nickole Auto Body  
819 Broadway
3. PaTTY'S Auto Parts  
Lot 2A, Salem Turnpike

Each license fee is \$100.00

Class I	5	
Class II	20	
Class III	<u>3</u>	
TOTAL	28	\$2,800.00 DUE

## Misc. Licenses

Name: Hockeytown USA  
953 Broadway  
Saugus, MA

Mgr. 233-3666  
Larry Abbott

Licenses: Rink: \$ 100.00  
Common Vict. 50.00  
6 coin opts 600.00  
1 juke box 50.00  
TOTAL \$ 800.00

Name: Roller World  
425R Broadway  
Saugus, MA

Mgr. 231-1111  
Donald Breen

Licenses: Rink \$ 100.00  
Common vict. 50.00  
10 coin opts 1,000.00  
TOTAL \$ 1,150.00

Name: Route One Miniature Golf, Inc.  
1565-1575 Broadway  
Saugus, Ma

233-2811  
Mr. Fay

Licenses: Golf Driving Range \$ 100.00  
Common vict. 50.00  
Entertainment 30.00  
Sunday Entertainment 100.00  
30 coin opts 3,000.00  
TOTAL 3,280.00

Name: Arthur Tomasi  
Golf Driving Range  
910R Broadway

Licenses: Golf Driving Range \$ 100.00

## VALUABLE GOODS

Cash For Gold  
Evangles Papadakis  
1181 Broadway

Licenses: Valuable Goods \$100.00

Repair Palace  
Robert Atwood  
1323 Broadway

Licenses: Valuable Goods \$100.00

## FORTUNE TELLING

Tina Jace  
624 Broadway \$2.00

Marianne Riggillo  
8 Knowles Avenue \$2.00

## COIN OPERATED MACHINES

Purity Supreme  
400 Lynn Fells Parkway 1 coin opt \$100.00

**LIQUOR LICENSE HOLDERS  
All Alcohol - Restaurant  
1993**

1. Baked Corp  
d/b/a **SPUDS**  
Richard Spaulding, Mgr  
22 Lincoln Avenue, one floor-one dining room,  
kitchen and lounge  
233-2757  
Comm Vict, Ent. Sunday Ent.  
TOTAL \$4,180.
  
2. Ballard, Inc.  
Rodney Lavoie Mgr  
128-130 Ballard Street, 1st fl. at 128 Ballard St, 3  
rooms and kitchen; First floor at 130 Ballard St. 4  
rooms  
Comm Vict, Ent. Sunday Ent, 10 coin opts, 1 juke box  
233-1108  
TOTAL \$5,230.00
  
3. Church St. Creole Cafe, Inc.  
d/b/a **BORDER CAFE**  
J. Michael Larkin, Mgr  
819 Broadway, one large dining room, lounge, kitchen,  
storeroom, rest rooms  
Comm Vict, Ent. Sunday Ent,  
233-5308  
TOTAL \$4,180.
  
4. Capucino's of Saugus  
d/b/a **Capucino's**  
92 Broadway, One floor - three rooms  
Telephone:  
Greg Chenail, Manager  
Comm vict, Ent.  
TOTAL \$4,080.00
  
5. Continental Restaurant  
266 Broadway  
First floor, two dining rooms and one cocktail  
lounge. Second floor, two dining rooms and  
one cocktail lounge.  
Athas Kourkoulis, Manager  
233-2587  
Common Vict, Entertainment  
TOTAL: \$4,180.00



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6. East Coast Leisure Prop, Inc.  
THE PALACE  
Christopher Scott, Mgr  
1500 Broadway, First floor: 5 rooms plus all lobby  
areas and offices. Second floor-3 rooms plus all  
lobby areas and offices  
233-7400  
Comm vict, Ent. Sunday Ent, 12 coin opts,  
TOTAL \$5,380.00
7. Eltorito La Fiesta Rest, Inc.  
d/b/a ELTORITO  
Frank James, Mgr  
595 Broadway, First floor-three dining rooms, lounge bar  
kitchen and office. Celler for storage  
231-0381  
Comm vict, Ent. Sunday Ent  
TOTAL \$4,180.
8. Foods Inc., of Saugus  
d/b/a CARUSO DIPLOMAT  
Joseph Caruso, Mgr  
344 Broadway, First floor-nine rooms, four kitchens  
and two offices; second floor one room, one office  
Comm vict, Ent, Sunday Ent  
233-2000  
TOTAL \$4,180.
9. Fuddrucker's Inc.  
910 Broadway, on street level-one large dining  
Raymond Phillips, Manager  
room, one lounge, one kitchen and two  
storage areas  
Comm vict, ent, Sunday Ent, 2 coin opts  
233-6399  
TOTAL \$4,380.
10. General Mills Restaurants  
d/b/a Red Lobster  
649 Broadway  
No description  
Mary Haynday, Manager  
Common vict.  
TOTAL \$4,050.00

11. **Godfried Home Bakeries, Inc.**  
Suleyman D. Celimli, Mgr  
168 Broadway, First floor one office, bakery, three  
dining rooms & Lounge (Including greenhouse) and storage  
area-cellar for storage garden, bar small room  
middle room and dining area to the East  
Comm vict, Ent, Sunday Ent. 1 juke box  
233-1240  
TOTAL \$4,230
12. **Hilltop Steak House, Inc.**  
Leonard DeRosa, Mgr  
855 Broadway, First floor 3 dining rooms, one bar, one  
kitchen, one office, storage, and porch; second floor  
two dining rooms, one cocktail lounge, one kitchen,  
two offices, rest rooms and storage area; cellar for  
storage  
Comm vict, Ent, Sunday Ent  
233-7700  
TOTAL \$4,180.
13. **Las Vegas Enterprises**  
d/b/a **VOGUE RESTAURANT**  
Richard Contardo, Mgr  
1466 Broadway, One floor-three rooms, kitchen, storage  
areas, offices and compressor room  
Comm vict, Ent, Sunday Ent, 1 juke box  
231-1166  
TOTAL \$4,230.
14. **Mandarin House, Inc.**  
d/b/a **KOWLOON RESTAURANT**  
Donald H. Wong, Mgr  
948 Broadway, First floor-eight dining rooms  
two lounges, one bar and a kitchen; second  
floor two function rooms  
Comm vict, Ent, Sunday Ent, 4 coin opts, 1 juke box  
231-2833  
TOTAL \$4,380.

- 
- 
15. North Star, Inc.  
d/b/a **BLUE STAR**  
Ronald Lane, Mgr  
1639 Broadway, one floor-two rooms, one kitchen  
and a storage area  
Comm vict, Ent, Sunday Ent, 4 coin opts, 1 juke box  
233-8027  
TOTAL \$4,630.
16. Northern Leisure Prop, Inc.  
d/b/a **BUSTERS**  
Carmen Joseph Scarpa, Jr, Mgr.  
1069 Broadway, One floor, five rooms, lobby, kitchen  
Comm vict, Ent, Sunday Ent, 1 coin opt  
233-7100 **CLOSED JANUARY 6, 1992**  
TOTAL \$4,280.
17. Pike Beverages, Inc.  
d/b/a **AUGUSTINES RESTAURANT**  
Augustine Luongo, Mgr  
114 Broadway, one floor-foyer, eight rooms, one kitchen  
one office, two storage rooms and restrooms, cellar  
for storage  
comm vict, Ent, Sunday Ent, 4 coin opts  
233-5544  
TOTAL \$4,580.
18. Pizza Hut of America, Inc.  
  
385 Broadway, One floor-one large room, one kitchen and  
a storage area  
Comm vict, Ent, Sunday Ent, 2 coin opts, 1 juke box  
231-2960  
TOTAL \$4,430.
19. Prince Italian Foods  
Steven V. Castraberti  
517 Broadway, One floor-two rooms, service and storage  
area  
Comm vict, Ent, Sunday Ent, 3 coin opts  
233-9950  
TOTAL \$4,480.

20. Ki Ku Ya, Inc.  
SAKE  
Yueh-Yuh Chen, Mgr  
670 Broadway, First floor-one kitchen, one dining  
room and one sushi bar, Second floor one empty room.  
Cellar for storage  
Comm vict, Ent, Sunday Ent  
233-3858  
TOTAL \$4,180.
21. Saugus China Corp  
d/b/a The Fortune Cookie  
  
181 Broadway, One floor two dining rooms, kitchen  
and storage  
Common Vict. Sun Ent. Ent. 1 juke box  
231-2888  
TOTAL \$4,180.
22. T.A.N, Inc.  
d/b/a Ristorante Donatello  
Maria Bertorelli, Mgr.  
44 Broadway, First floor-one large room, second floor  
one large room  
Comm Vict, Ent, Sunday Ent.  
233-9975  
TOTAL \$4,180
23. Weylu's Inc.  
Richard Chang, Mgr  
20 Bennett High & Mildred Street, Three story structure  
includes three dining rooms, one lounge, three kitchens,  
reception areas, storage areas and an office  
Comm Vict, Ent, Sunday Ent, 2 coin opts  
231-5206  
TOTAL \$4,380.

\*\*\*\*\*



**CLUB LICENSES**

1. **American Legion Post 210**  
44 Taylor St, First floor-one room, kitchen and coatroom.  
second floor one room  
Silvio Parmatteo, Manager, Vict \$50 - Club \$400.  
TOTAL \$450.
2. **Columbus Building Assoc, Inc.**  
1 K of C Drive, First floor-two rooms and bar, basement  
two rooms and bar, Walter DiNardo, Manager, 233-9858  
Sun Ent \$100, Coin Op \$100  
Club \$400, Ent. \$30 Vict \$50.  
TOTAL \$680.00
3. **Fox Hill Yacht Club**  
114 Ballard Street, First floor-one function room  
kitchen, bar, rest rooms Second floor, club  
meeting rooms, kitchen, rest rooms, and storage area  
Arthur Cahill, Manager, 233-9730  
Club \$400, Ent. \$30, Vict \$50. Sun Entertainment \$100.  
TOTAL 580.00
4. **Melrose Fish and Game**  
Rear Cheever Ave, First floor-game room, storage,  
lobby and bar. Second floor-kitchen, bar and  
service area  
David P. Choate, Manager, 233-9730  
Club \$400, Vict \$50, Sunday Enter \$100, Enter \$30  
One Coin Op \$100.  
TOTAL: \$680.00
5. **Saugus Lodge #2100EPOE**  
401 Main Street, First floor-game room, hall, office  
storage, lobby and bar. Second floor-hall, vestibule,  
coat room, kitchen restrooms, bar and serving area  
John Galiano, Manager, 233-9752  
Club \$400, Vict \$50, Sun Ent \$100.  
Coin Opts 2 \$200. Ent. \$30  
TOTAL \$780.00
6. **Staff Sgt DeFranzo Post, VFW**  
190 Main Street, First floor, bar and lounge, second  
floor-hall and bar, storage shed, patio and  
bocci court  
William B. Merrithew, Manager, 233-2818  
Club \$400, Vict \$50. Ent. \$30  
Sun Ent \$100  
TOTAL \$580.00

**RETAIL PACKAGE GOODS STORES**

1. A.C.S. Enterprises, Inc.  
d/b/a Carr's Pkg Store  
206 Lincoln Avenue, one floor- three rooms  
Andrew Sofronas  
TOTAL \$2,000
2. Dino's Beer and Wine Deli, Inc.  
302 Lincoln Avenue, First floor-one large room  
Ellis Vaitis, Manager, 233-3004  
TOTAL \$1,550.00 Wine and Malt
3. David Ferro  
d/b/a Express Groceries  
120 Broadway, First floor - one large room  
David Ferro, Manager, common victualer, 233-5714  
TOTAL \$2,050.00
4. Guy's Liquor Store, Inc.  
d/b/a/ Guy's Pkg Store  
7 Main Street, First floor, 4 rooms  
Anthony J. Barbanti, Manager, 233-0780  
TOTAL \$2,000.
5. NBD, Inc,  
d/b/a Liquorland  
4 A-B Howard Street, First floor-one room  
and rear storage area  
John P. Morris, Manager, 231-0100  
TOTAL \$2,000.
6. SITKO, Inc.  
d/b/a Cliftondale Liquors  
7 Essex Street, First floor-one sales room and storage  
area  
David Sitkowski, Manager 233-1281  
TOTAL \$2,000.

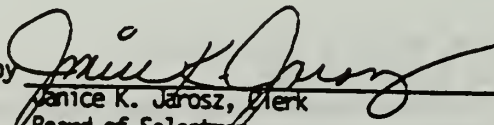
**Wines and Malt Beverages**

1. **Full of Bull Inc.**  
127 Broadway, First floor-two dining rooms, kitchen and rest rooms. Cellar for storage B&W \$1,500 Vict. \$50.  
Vaselious E. Pappas, manager  
Wine and Malt, common vict.  
233-9570  
Total \$1,550.00
2. **Papa Gino's of America**  
180 Main Street, One floor-one large dining room, one kitcehn and a storage area B&W \$1,500 Vict \$50, 1 coin op \$100.  
Michael A. Valerio, Manager  
233-7063  
TOTAL \$1,650.00
3. **Papa Gino's of America**  
872-880 Broadway, One floor-one large dining room one kitchen and a storage area, B&W \$1,500 Vict \$50. one Juke Box \$50. Ent \$30 Sunday Ent. \$100.  
Peter Manager  
233-9722  
TOTAL \$1,730.00
4. **Route One Racquet & Fitness**  
425R Broadway, Second floor lounge, B&W \$1,500 Vict \$50  
Francis L. Breen, Manager  
231-1900  
TOTAL \$1,550.00
5. **P.R.O.S. Pally's Corp, d/b/a Circle Pizza and Cafe**  
171 Broadway, Jospheh Siciliano, Manager  
One floor, two rooms  
231-5106  
Common vict.  
TOTAL \$1,550.00

**License Fees 1993**

All Alcoholic License	\$4,000.00
1 coin opt	100.00
1 Juke Box	50.00
Entertainment	30.00
Sunday Entainment	100.00
Common Victualer	50.00
 Wine and Malt	 1,500.00
 Club	 400.00
 Package Store all alcoholic	 2,000.00
 Package Store wine and malt	 1,500.00
  Total coin opts for restaurants	  44

Submitted by

  
Janice K. Jarosz, Clerk  
Board of Selectmen  
As of February 8, 1993



## SAUGUS TOWN REPORT

In 1992, MAPC kicked-off a joint services initiative designed to educate and inform member communities on new and cost effective ways of doing business. Municipal information network systems, service sharing, cooperative purchasing and regional dispatch opportunities were explored.

MetroPlan 2000 1992 activities included the Council's formal adoption of the housing, land resources, and transportation elements of the plan; development of a Capital Investment Program (CIP) to examine priorities for public infrastructure investments in the region; and initiation of the Concentrated Development Center (CDC) nomination process.

The Metropolitan Area Planning Council also began an Overall Economic Development Program (OEDP) in 1992 that is expected to result in substantial new investments in the metropolitan region from the Economic Development Administration as well as other federal and state sources.

Saugus responded to MAPC's 1992 outreach encouraging communities to develop pavement management programs. Road inventories and pavement condition reports are some of the benefits of participation.

Last year's Data Center services to communities included development and distribution of the Community Employment Forecasts used in long range highway, transit, water, and sewer planning; sponsorship of the Boston Area Census User's Conference featuring workshops on census data applications, reviews of major demographic patterns, and information on how to use new 1990 census information; development of the community profiles, a two-page summary of the first release of the 1990 census information; and analysis of the Fiscal 1993 State Budget to help inform communities of the differences between the governor's, senate and house program appropriations.

MAPC's 1992 transportation planning efforts included, development and distribution of the regional Transportation Improvement Program for the Fiscal Years 1993-1995. The document was distributed to all member communities and to ensure local input into the process, MAPC sponsored two information sessions on the TIP in July and again in December. Because the Intermodal Surface Transportation Efficiency Act of 1991 requires a reclassification of roadways, in 1992 MAPC also provided member communities with maps of proposed functional classifications. All communities were offered an opportunity to comment.

MAPC's technical assistance on the new National Affordable Housing Act included preparation of local Comprehensive Housing Affordability Strategies (CHAS), the HOME program, and consortia formation. On behalf of its communities, MAPC also participated in EOCD's Housing Policy Commission; supported the Housing Bond Bill; and sought a state CHAS consistent with MetroPlan 2000 and beneficial to MAPC communities.

*MAPC also provided assistance on "pass and ride" commuter buses*

*James J. ... MAPC Rep +  
Chairman, Saugus Board of Selectmen*



## SENIOR CITIZENS CENTER

### COUNCIL ON AGING .....

#### INTRODUCTION

##### AGING A NATURAL PROCESS OF OUR EXISTENCE

I find it amazing that we receive a number of monthly newspapers, chronicles, journals and publications, encouraging the elderly to promote, educate, and ban together to be advocates for this very natural, normal, process of our lives.

The fact that growing old in America has such a profound impact on our government, medical profession, and business is an understatement. (Where have we been ?) I heard somewhere that we have more than 31 million people age 62 and over in this country.

The quality of this extended existence varies from one community to another, and between individual to individual.

With hip replacements, knee replacements, dialyze treatments, cataract operations, etc, all part of the aging process, old, no longer signifies handicapped and use-less-ness. Yes, indeed! we do need to educate and change our ways of thinking, for the present, and the future.

The Senior Center is an advocacy agency, a place where people are comfortable one that feels and say's silently, your alright -- your O.K. -- don 't give up -- don 't give in, come in, be yourself, join us, lets celebrate today.

<u>STAFF</u>	<u>HOURS</u>	<u>SALARY</u>
<u>Director</u>	40 hrs.	
<u>Senior Aides (3)</u> 2 in the AM 1 in the PM	20 hrs. ea.	\$4.25 hr.
<u>Van Drivers (3)</u> 2 16 hrs a week 1 8 hrs a week	40 hrs a week	\$7.00 hr.
<u>Outreach positions</u> 1 one day a week 1 two days a week	20 hrs a week	\$7.00 hr.
<u>Maintenance</u> 1 five days a week	20 hrs. a week	\$5.00 hrs.

All of the above staff volunteer additional hours.

All of the above positions are supplemented by volunteers:

5 volunteers assist in the office during the week

volunteers assist maintenance for various programs

volunteers drive seniors to medical appointments who are unable to ride our van, or to cities that our van does not transport.

#### VOLUNTEERS

Volunteers continue to be the back-bone of our senior center. They total 176 men and women.

#### HIGHLIGHTS OF 1992

The installation of our radio-dispatching system for our van has to be one of the most productive steps we have taken. This was purchased through a grant from Bay State.

The installation of our centralized air conditon system.

The installation of a bell next to our handicapped entrance door

The 5 week Memory Loss Program in Conjunction with Melrose/Wakefield Hospital



A small food pantry continues, thanks to the employees of the Saugus Bank and Trust. The food is distributed on a weekly basis.

We have continued our Pen Pal program with the students from the Veterans Memorial School. Fifth grade students, 25, correspond with 25 seniors. We have a party for students and seniors to meet their pen pals at the end of the year.

The Brown Bag Computerized Medicine Program sponsored by SCAD in Saugus, and Gates Pharmacy in Littlefield with students from the Mass. Pharmaceutical college allows seniors bring their medications to the center for information on reactions to each other and themselves. The students also suggest questions that seniors should ask their doctors regarding the medication, and also receive a computerized handout pertaining to their medication.

A new van is in the process of being purchased.

The Friends Group purchased tables, chairs, a new coffee server, dividers, and two new files. The coffee server is a delight to have. The two files are great to look at and wonderful to use.

#### GOALS FOR 1993

The Friends Group will begin a campaign for a building fund. A Mass mailing to residents in Saugus in 1993.

To expand our hours, a week-end program and an evening program.

Concentration on preventive health

To maintain our old van to enable us to pick up seniors for the lunch program and senior center activities.

To expand our outreach hours.

#### THANKS

As always we owe thanks to the many business and organizations in the community. The collaboration in the community enables us to meet the needs of our seniors. The Town Manager, the Selectmen and women, the town departments all play a vital role in the operation of the Senior Center. Our thanks to you. We look forward to our continued success.

Enclosed are statistics, and budget.



SERVICES FOR SAUGUS SENIOR ADULTS 60+  
AT THE SENIOR CENTER DROP-IN - 231-4178-9

SOCIAL SERVICES

Financial, Medical, Medicare, Surplus Food, Food Stamps, Tax Abatements, Outreach, Legal Assistance, Housing, Medical Forms, Fuel Assistance, Health Care Proxy, Homestead Forms and many others. Estate Planning.

TRANSPORTATION

Medical appointments, Applications for T rides, Lunch site pick-up, Mall shopping once a month on 2nd Monday, Stop & Shop bus on Tues. AMs - for info call 231-4178. Wheel chair/transportation - call GLSS at 599-0110.

HOT LUNCH

Daily, Monday thru Friday at local high school, 12:30 PM during school year and at 11:30 AM during summer vacation.

MEALS ON WHEELS

For those unable to cook due to illness, there are regular and special diets - call 231-4178 or GLSS at 599-0110.

DROP-IN CENTER

400 Central St., no admission fee, all programs for older adults 60+. Newspaper, coffee and donuts daily. Boutique, Thrift Shop, Small Food Pantry. Spec. programs listed in local papers weekly and monthly newsletter. The Center is Handicapped accessible.

SENIOR ADULT CLUBS

Senior Citizens' Assoc. meets the second Thursday of the month at the Sr. Ctr. at 2:00 PM - dues \$5.00 per year. Membership starts in March.

RETIRED-SEMI RETIRED MEN'S CLUB

Meet at Sr. Ctr. 2nd and 4th Tuesday of the month at 9:30 AM. Dues \$2.00.

HEALTH PROGRAMS

Talk and exercise every Monday. Blood pressure the 2nd Mon. of the month 12:30-3:30 and 3rd Tues. of the month at 9:30-11:30 AM. Health clinics, Health talks, updates with speakers from Social Security, HMO's, Health providers.

ACTIVITIES

Walking, Arts & Crafts, Chess, Knitting & Crocheting, Cards, Choral group, Beano, Monthly Birthday Party, Dancing (Line, Square, Ballrm.), Bowling. Classes in Caning, Aerobics, Quilting and Bunka.

LYNN SENIOR SERVICES (GLSS)

Case management, protective service, companion service, social day care, adult day health, mental health - 231-4178 or 599-0110.

HOUSING

Saugus Housing Authority at 233-2116 or Saugus Council on Aging at 231-4178.

PARTIES

Valentine, St. Patrick, Christmas - Fashion Shows, spec. events and much more.

VOLUNTEER ROLES

Volunteers are an important function of the Council on Aging - call 231-4178 for more information on volunteering.

COMMUNITY DEVELOPMENT: COUNCIL ON AGING DEPARTMENT NO. 541 BUDGET NO. 43  
 DEPT. HEAD: RALPH SANTOSUOSSO, CHM. EXPENSES FISCAL YEAR 1993

Purpose	Fiscal 1990	Fiscal 1991	Budget Fiscal 1992	Dept. Request Fiscal 1993	RECOMMENDATION BY Manager	Selectmen	Fin. Comm.
Advertising	49		150	150	150	150	150
Office Supplies	322	453	400	800	800	800	800
Postage	300	300	400	500	500	500	500
Association Dues	178	210					
Telephone	1,267	1,545	1,340				
Travel		96					
Equipment Maintenance			150	300	300	300	300
Outing for Shut Ins	406	475	450	550	550	550	550
Mini-Bus Exp. (Segr)	2,740	3,192	2,500	2,500	2,500	2,500	2,500
Mini-Bus Driver Exp.	12,302	10,856	4,218	5,000	5,000	5,000	5,000
Greater Lynn SR. Serv I	9,972	3,155	3,152				
Contract Service				8,000	8,000	8,000	8,000
UNSEGREGATED	24,796	17,090	16,260	15,300	15,300	15,300	15,300
SEGREGATED	2,740	3,192	2,500	2,500	2,500	2,500	2,500
GRAND TOTALS	27,536	20,282	18,760	17,800	17,800	17,800	17,800

COMMUNITY DEVELOPMENT: COUNCIL ON AGING DEPARTMENT NO. 541 BUDGET NO. 43  
 DEPT. HEAD: RALPH SANTOSUOSSO, CHM. SALARY FISCAL YEAR 1993

Title Position	Dept.			
	Fiscal 1990	Fiscal 1991	Budget Fiscal 1992	Request Fiscal 1993
Co-Ordinator	20,600	20,600	21,218	22,446
				22,446
				22,446

UNSEGREGATED	20,600	20,600	21,218	22,446	22,446
SEGREGATED					
GRAND TOTALS	20,600	20,600	21,218	22,446	22,446





## TOWN CLERK'S DEPARTMENT

.....

### TOWN CLERK'S OFFICE

### BOARD OF SELECTMEN

### ELECTION REGISTRARS

The following Vital Statistics were recorded in the Town Clerk's Office for the year 1992. Three prior years are shown, for comparison purposes.

<u>BIRTHS TO RESIDENTS</u>	<u>1989</u>	<u>1990</u>	<u>1991</u>	<u>1992</u>
Female	128	122	152	152
Male	154	108	145	140
Total Births	282	230	297	292

\*\*\*\*\*  
\*\*\*\*\*

<u>DEATHS OF RESIDENTS</u>	231	209	210	231
<u>DEATHS (Non-Residents)</u>	43	24	24	29
Total Deaths	274	233	234	260

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\*\*\*\*\*

### MARRIAGE CERTIFICATES ISSUED

Licenses Issued	202	189	178	211
Licenses Not Exercised	2	0	2	3

\*\*\*\*\*  
\*\*\*\*\*

The following money was collected for various Licenses and Services which are provided by the TOWN CLERK'S OFFICE.

	<u>1989</u>	<u>1990</u>	<u>1991</u>	<u>1992</u>
Resident Listing	736.00	282.00	494.00	528.50
Marriage Intentions	1,005.00	955.00	895.00	1,050.00
Financing Statements	3,438.00	3,299.00	2,542.00	2,679.00
Financing Discharges	303.00	301.00	275.00	240.00
Business Certificates	1,172.00	754.00	1,306.00	1,342.00
Gasoline Storage	1,054.00	989.00	1,435.88	1,107.00
Certified Copies	6,536.65	6,342.30	6,322.55	6,421.00
Pole Locations	37.50	-----	320.00	-----
Miscellaneous	579.00	402.55	287.00	219.00
Raffle Permits	80.00	200.00	160.00	220.00
Dog Licenses	4,854.00	4,324.00	3,473.00	3,587.00
Hunt. & Fish. (Fees)	349.40	360.30	359.80	340.85
Hunt. & Fish. (State)	9,161.15	9,565.05	12,909.40	10,837.60
Fines: Health	-----	-----	-----	250.00
Fines: Zoning	-----	-----	-----	25.00
Fines: Cons. Comm.	-----	-----	-----	600.00
	<u>29,305.70</u>	<u>27,774.20</u>	<u>30,779.63</u>	<u>29,446.95</u>

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\*\*\*\*\*

In cases of death involving Non-residents, a copy of the Death Certificate is furnished to the appropriate City or Town Clerk. Copies of all records are forwarded each month to the BUREAU OF VITAL STATISTICS OF THE DEPARTMENT OF PUBLIC HEALTH IN BOSTON.



<u>TOWN CLERK</u>	<u>BOARD OF SELECTMEN</u>		<u>ELECTION REGISTRARS</u>	
	1989	1990	1991	1992
Liquor Licenses	117,045.00	109,505.00	104,515.00	122,653.00
Victualer Licenses	4,550.00	4,000.00	6,050.00	4,400.00
Entertainment	1,110.00	900.00	890.00	960.00
Juke Boxes	550.00	350.00	500.00	650.00
Sunday Entertainment	3,500.00	3,000.00	2,900.00	3,100.00
Auto Dealers	3,000.00	2,900.00	2,800.00	2,900.00
Taxi Licenses	275.00	225.00	300.00	75.00
Auctioneer	100.00	25.00	25.00	-----
Golf Range	100.00	100.00	200.00	200.00
Trailer Storage	18,400.00	29,550.00	22,600.00	6,300.00
Function Room	250.00	-----	-----	-----
Used Goods	-----	200.00	-----	-----
Miscellaneous	400.00	-----	-----	-----
Coin-Op Amusements	8,500.00	8,400.00	13,800.00	10,175.00
Fortune Telling	2.00	6.00	8.00	2.00
Roller & Ice Rinks	200.00	200.00	400.00	200.00
Valuable Goods	-----	-----	400.00	200.00
Special Goods	-----	-----	750.00	1,100.00
Trans. Vendor	-----	-----	-----	25.00
<b>TOTALS</b>	<b>\$ 157,982.00</b>	<b>159,361.00</b>	<b>156,138.00</b>	<b>152,940.00</b>

NOTE: If license fee's are not collected until after December 31st, the fee's are credited to the next years receipts.

The Town Clerk's Office conducted its Annual Census during the months of January and February. March 10th the Presidential Primary was held. In the months of May and June the 1992 Annual Town Meeting was held. The months of July and August were busy in preparation for the State Primary in September and the Presidential Election in November. Voter registration was for this period in the extreme.

During the year the Town Clerk redistricted the Town and obtained the Board of Selectmens approval as well as the States approval on the new precinct lines, which will be in place for the Town Election in November of 1993.

The Jury List was sent to the Jury Commission in a timely fashion. Also the printing of the Resident Listing, with a few changes implemented, was enthusiastically received by the Fire and Police Departments who use this book religiously in their every day performance of duties.

All this was accomplished along with the very busy day to day routine of the Town Clerk's Office.

*Marcia R. Wallace*  
 Marcia R. Wallace, Town Clerk

**TREASURER/COLLECTOR'S DEPARTMENT**  
.....**TOWN TREASURER**  
.....

The following report of the Town Treasurer is herewith submitted.

This report includes the total interest earned on investments in fiscal year 1991-92:

**INTEREST EARNED:**

Perpetual Care Fund	31,329.61
Johnson Library	364.92
Wilson Library	192.95
Real Estate & Personal	84,696.95
Motor Vehicle Excise	4,803.60
Boat Excise	72.72
Tax Title Redemptions	34,552.80
Deputy Collector Acct.	525.43
Certificate of Deposits	70,115.41
Repos	46,783.95
U.S. Treasury	5,115.00
Savings Account	162,412.63
Kasabuski Rink	7,385.32
Sewer Rehab.	20,596.80
Secondary Wastewater Treatment	24,058.15
	-----
TOTAL	\$493,006.24
	=====

Respectfully,

*Lisa M. Emma*

Lisa M. Emma  
Town Treasurer/Collector

TOWN COLLECTOR  
-----

The following report of the Town Collector is herewith submitted.

The following is a statement of accounts as of the fiscal year end of June 30, 1992:

## PROPERTY TAXES RECEIVABLE:

Current year's levy	849,234
Prior years' levies	27,822
	-----
Sub-total	\$877,056
	-----

## OTHER RECEIVABLES:

Motor Vehicle Excise Taxes	240,282
	-----
TOTAL	\$1,117,338
	-----

The following collections were received for the fiscal year 1991-92:

## COLLECTIONS:

Property Taxes (net of provision for abatements \$1,553,232)	20,799,778
Water Charges	1,735,194
Sewer Charges	1,472,609
Motor Vehicle Excise Taxes	1,294,148
	-----
TOTAL	\$25,301,729
	-----

Respectfully,

*Lisa M. Emma*  
-----  
Lisa M. Emma  
Town Treasurer/Collector





TOWN COLLECTOR  
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---	------------

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---------------	-----------

Sewer Charges	1,472,609
---------------	-----------

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----------------------------	-----------

TOTAL	\$25,301,729
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Respectfully,

*Lisa M. Emma*

-----  
Lisa M. Emma  
Town Treasurer/Collector











